Virginia Christian College

Academic Catalog/ Student Handbook

2025-2026

Locations

Dumfries Campus
17100 Van Buren Road
Dumfries, VA 22025

Norfolk Campus
5755 Poplar Hall Drive
Norfolk, *VA 23502*

Contact

Phone: 703.445.9056
Fax: 703.445.9057
Website: vcc.edu

Accredited
by the Transnational Association of Christian Colleges and Schools (TRACS)

Certified
to operate by the State Council of Higher Education for Virginia (SCHEV)
&
by the Department of Veterans Affairs (VA) to accept GI Bill and other VA education benefits

Approved
by the U.S. Department of Education to offer Federal Financial Aid

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MESSAGE FROM THE PRESIDENT

Hello and welcome to Virginia Christian College!

Thank you for considering making Virginia Christian College your institution of higher learning! We are committed to assisting you in becoming the leader you were created to be, and we are here to serve you, whether you have a heart for the marketplace or ministry.

At Virginia Christian College, you'll find a community of like-minded leaders committed to God's Word and a worldview that reflects Jesus' teachings and the Servant Leadership model. If you agree that academic preparation is essential for principled leadership, then this is the place for you!

We view leadership as a vital part of your ministry calling, and our dedicated faculty and staff are excited to join in your educational pursuits. So, if you are a business leader, a pastor, or a prospective student interested in interacting with other aspiring leaders, welcome! If you are a returning student or part of our wonderful alumni, welcome back!

We look forward to serving you!

Dr. Courtney McBath

Courtney McBath, D.Min., M.A.,
President

BOARD OF REGENTS

Derek Grier, D.Min, M.Ed
Dumfries, VA (Chair)

Darlingston Varr, DSL, M.BS, MBA
Stafford, VA (Vice-Chair)

Courtney McBath, D.Min, M.A.
Norfolk, VA (VCC President)

Teri Milton
Dumfries, VA (Secretary)

Cynthia Johnson, M.BS, MA
Woodbridge, VA

Damon Davis, ICHP
Atlanta, GA

Greg Johnson, A.S.
Woodbridge, VA

Kenneth McLeon, M.S.
Dumfries, VA (Treasurer)

PRESIDENT'S CABINET

Courtney McBath, D.Min, M.A.
President

Anna Hines, B.A.
CFO

Shennell January, Ph.D
VP of Academic and Student Affairs

ADMINISTRATION & STAFF

Office of the President	**Courtney McBath, D.Min, M.A** President	
Office of Admissions & Registrar	**Meshea Vann, M.A.** Admissions Coordinator	
Academic Department	**Shennell January, Ph.D.** VP of Academic and Student Affairs	**Milton Carter, D.Min, M.A.** Director of Master of Ministry Program
	Ella Thompson, Ph.D., M.A. Director of Undergraduate Studies	**James Bowers, Ph.D., M.Div., M.A.** Director of Doctor of Ministry Program
	Mirabela Lazăr, M.A. Administrative Support (Volunteer)	
Student Services & Recruitment	**Towera Loper, D.Min** Student Success & Pastoral Care	**Meshea Vann, M.A.** Recruitment Team Lead
Financial Services	**Anna Hines, B.S.** Chief Financial Officer	**Alaina Henriquez, B.BS.** Account Specialist
Library Services	**Kristin Bourcher, M.I.S.** Librarian	
Institutional Effectiveness	**Shennell January, Ph.D.** Director of Institutional Assessment and Planning	**Audrey Akoon-Purcell, Ed.D.** Assessment & Data Specialist
IT Department	**Mary Thomas, B.A.** IT Support Specialist	

FACULTY

Full-Time	**James Bowers [2015]** Ph.D. Southern Baptist Theological Seminary M.Div. Louisville Presbyterian Theological Seminary M.A. Pentecostal Theological Seminary *Areas: Bible, Theology, Leadership, Historical Theology, Spiritual Formation*	**Ella Thompson [2022]** Ph.D. Kings College, London M.A. Regent University *Areas: Bible, Theology, Leadership, Spiritual Formation*
	Milton Carter [2018] D.Min. Regent University M.A. Church of God Theological Seminary *Areas: Leadership, Theology, Spiritual Formation*	
Adjunct/Part-Time	**Audrey Akoon-Purcell [2025]** Ed.D. Nova Southeastern University M.S. Hodges University *Areas: Care and Counseling, Leadership*	**Towera Loper [2021]** D.Min. Regent University M.Div. Regent University *Areas: Bible, Theology, Renewal, Leadership*
	Kimberly Alexander [2021] Ph.D. Open University, UK - St. John's College M.A. Church of God School of Theology *Areas: Bible, Theology, History, Reformation, Women in Ministry, Leadership*	**Jermaine Marshall [2021]** Ph.D. Regent University School of Divinity TH.M. Candler School of Theology M.Div. Phillips School of Theology/ Interdenominational Theological Center *Areas: Bible, Theology, History, Leadership*
	Moses Asamoah [2022] D.Min., Fuller Theological Seminary M.Div. Regent University *Areas: Bible, Apologetics, Leadership*	**Patrick Nasongo [2015]** Ph.D. Piedmont International College Th.M. International Theological Seminary M.Div. International Theological Seminary *Areas: Bible, Theology, Apologetics*
	Antipas Harris [2022] Ph.D. St. Thomas University D.Min. Boston University School of Theology STM Yale Divinity School, Yale University M.Div. Candler School of Theology, Emory University *Areas: Bible, Theology, Leadership*	**Wayne Solomon [2022]** D.Min. Pentecostal Theological Seminary Post MA studies as PhD student-Brown University MA Brown University *Areas: Bible, Theology, Apologetics*
	Annise Herbin [2022] Ph.D. Eastern University Ed.S. Lehigh University M.A. Virginia Union University *Areas: Bible, Care and Counseling, Leadership*	**Darlingston Varr [2014]** D.SL Regent University M.BS Virginia Christian College MBA Phoenix College *Areas: Bible, Leadership*
	Shennell January [2013] Ph.D. Jackson State College *Areas: Care and Counseling, Leadership*	**Angel White [2022]** Ph.D. University of Phoenix M.A. Virginia Union University *Areas: Bible, Theology, Leadership*

Quick   Reference Guide

Class Schedule
The class schedule is posted on the website, in the academic catalog, and in Populi each year/semester. Course offerings may vary each semester.

Office Hours
Office hours are from 9:00 a.m. to 5:00 p.m., Monday through Friday, excluding holidays. All calls are funneled through the main office at **703.445.9056**. Ask for the name of the person with whom you would like to speak, and you will be connected to that person, or you may leave a message for a call back. However, email is the most efficient way to reach all personnel at VCC.

Insurance
The College IS NOT responsible for theft, fire, or loss of personal belongings. Students should be certain they have personal coverage of belongings.

Important Names, Numbers, and Emails Nearby Emergency Agencies		
Agency	**Phone**	**Address**
All Life-Threatening Emergencies Call 911		
Dumfries Location		
Dumfries Police Department	Non-Emergency 703.792.6500	18130 Triangle Shopping Plaza Dumfries VA 22026
Prince William County Police Station	Non-Emergency 703.792.8555	15948 Donald Curtis Dr. Woodbridge, VA 22191
NextCare Urgent Care	571.499.5813	3990 Fettler Park Dr. Bldg #B Dumfries, VA 22025
Sentara Northern Virginia Medical Center	703.523.1000	2300 Opitz Blvd, Woodbridge, VA 22191
Prince William Mental Health Emergency Services	703.792.4900	15941 Donald Curtis Dr, Woodbridge, VA 22191
Norfolk Location		
Norfolk Police Department	Non-Emergency 757.441.5610	100 Brooke Avenue Norfolk, VA 23510
Sentara Leigh Hospital	757.261.6000	830 Kempsville Rd, Norfolk, VA 23502
AFC Urgent Care Norfolk	757.240.3500	1119 N Military Hwy, Norfolk, VA 23502
City of Norfolk Mental Health Emergency Services	757.664.7690	810 Union Street, Norfolk, VA 23510

VCC Alerts
VCC uses a campus wide emergency notification system. This system will be activated for class cancellations, severe weather, or campus emergencies. You will receive an email from Populi notifying you of the event. You can also follow the alert via Website, Facebook, Twitter, and Instagram.

Student Support
VCC is a caring community and desires to see our students holistically succeed. We recognize that the college years can present challenging life events that are hard to handle alone. Upon admission, each student is connected with a Faculty Advisor and Student Success Coach. However, you may be aware of a student who is not connected with an advisor and is struggling with any number of issues such as academics, grief, time management, relationships etc. Many people can help, but if you do not know where to turn, please contact the VP of Academic and Student Affairs at 703.445.9056 or sjanuary@vcc.edu to share your concern. Dr. January will be happy to talk with you or connect you with campus resources that can help.

2025-2026 Academic Calendar

FALL 2025	
Hybrid with Virtual & On-Campus Class Sessions	
Applications for Admission	Open
Registration Begins	June 16, 2025 (registration for all semesters begin & remains open for future terms)
TERM I	
Pre-Term Activities	
Student Orientation	August 9
"Connect Week"	August 11-15
Last Day of Registration	August 15
Classes (Aug. 18-Oct. 10)	
Semester Begins & First Official Day of Class	August 18
Late Registration (fee applies)	August 18-22
Last Day to Withdraw (with full refund for early registrants)	August 18
Last Day to Withdraw (with full refund for late registrants)	August 22
Last Day to Withdraw (without academic penalty)	August 29
Last Day to Add or Drop 8-wk Classes	September 1
Holiday – Labor Day (Closed)	September 1 (online work permitted, but no face-to-face sessions)
Drop Week with a "W" for Term I 8-wk Classes only	September 8-12
Last Day to Add or Drop 15/16-wk Classes	September 22
Last Day of Class for Term I 8-wk Courses	October 10
Grades Posted by	October 24
TERM II	
Pre-Term Activities	
Registration	Registration for all semesters opened in June 2025 & remains open for future terms
Student Orientation & "Connect Week" (abbreviated)	October 13-17
Last Day of Registration	October 17
Classes (Oct. 20-Dec. 12)	
First Day of Class	October 20
Late Registration (fee applies)	October 20-24
Last Day to Withdraw (with full refund for early registrants)	October 20
Last Day to Withdraw (with full refund for late registrants)	October 24
Last Day to Withdraw (without academic penalty)	October 31
Last Day to Add or Drop Term II 8-wk Classes	November 3
Drop Week with a "W" for Term II 8-wk & all 15/16-wk Classes	November 17-21
Thanksgiving Break	November 24-28
Last Day of Class	December 12
Grades Posted by	December 26
SPRING 2026	
Hybrid with Virtual & On-Campus Class Sessions	
Applications for Admission	Open
Registration Begins	November 17, 2025 (registration for returning students opened in June 2025 & remains open for future terms)
TERM I	
Pre-Term Activities	
Student Orientation	January 10
"Connect Week"	January 12-16
Last Day of Registration	January 16
Classes (Jan. 19-Mar. 13)	
Semester Begins & Holiday – MLK (Closed)	January 19 (online work permitted, but no face-to-face sessions)
First Official Day of Class	January 20 (due to holiday)
Late Registration (fee applies)	January 19-23
Last Day to Withdraw (with full refund for early registrants)	January 19
Last Day to Withdraw (with full refund for late registrants)	January 23
Last Day to Withdraw (without academic penalty)	January 30
Last Day to Add or Drop Term I 8-wk Classes	February 2
Drop Week with a "W" for Term I 8-wk Classes only	February 16-February 20
Last Day to Add or Drop 15/16-wk Classes	February 27
Last Day of Class	March 13
Spring Break	March 16-20
Grades Posted by	March 27
TERM II	
Pre-Term Activities	
Registration	Registration for all semesters opened in June & Nov. 2025 & remains open for future terms
Student Orientation & "Connect Week" (abbreviated)	March 16-20
Last Day of Registration	March 20
Classes (Mar. 23- May 8)	
First Day of Class	March 23
Late Registration (fee applies)	March 23-27
Last Day to Withdraw (with full refund for early registrants)	March 23
Last Day to Withdraw (with full refund for late registrants)	March 27

Last Day to Withdraw (without academic penalty)	April 3
Last Day to Add or Drop Term II 8-wk Classes	April 6
Holiday – Easter Monday (Closed)	April 6 (online work permitted, but no face-to-face sessions)
Drop Week with a "W" for Term II 8-wk and 15/16wk Classes	April 20-24
Last Day of Class	May 15
Grades Posted by	May 29
SUMMER 2026 **Hybrid with Virtual & On-Campus Class Sessions**	
Applications for Admissions	Open
Registration Begins	April 13, 2026 (Registration for returning students opened in June & Nov. 2025)
Pre-Term Activities	
Student Orientation	May 23
"Connect Week"	May 25-29
Last Day of Registration	May 29
Classes (June 1-July 24)	
Semester Begins & First Day of Class	June 1
Late Registration (fee applies)	June 1-5
Last Day to Withdraw (with full refund for early registrants)	June 1
Last Day to Withdraw (with full refund for late registrants)	June 5
Last Day to Withdraw (without academic penalty)	June 12
Last Day to Add or Drop Classes	June 15
Holiday – Juneteenth (Closed)	June 19 (online work permitted, but no face-to-face sessions)
Drop Week with a "W"	June 22-June 26
Holiday – Independence Day (Closed)	July 4 (online work permitted, but no face-to-face sessions)
Last Day of Class	July 24
Grades Posted by	August 14

Section 1

About Virginia Christian College

VISION

Equip. Inspire. Transform… Equipping the hearts and minds of transformational leaders.

MISSION

To equip students with biblical truth, spiritual discipline, and practical knowledge to effectively serve and lead in the church and/or marketplace.

HISTORY

Virginia Christian College (formerly Virginia Bible College) is a private, Christian college established by Grace Church in 2011, where Dr. Derek Grier serves as the founding pastor. The church was founded in 1998 with only 12 people and has grown to several thousand and serves people throughout Northern Virginia, DC and Maryland.

Over 10 years ago, Dr. Grier had the vision to offer Christian-based education and leadership development to individuals who were wanting to gain a deeper understanding of biblical truths and how to apply that understanding to their lives, as well as impact the world for Christ. In 2011, he took a leap of faith and established Virginia Christian College.

The College has seen steady growth since its inception, which culminated in its first graduating class in the spring of 2013. As Virginia Christian College evolved, many students, including veterans and federal workers, desired to receive federal aid to fund their matriculation here. Thus, a need for accreditation became apparent. In 2014, we began the accreditation process with the Transnational Association of Christian Colleges and Schools (TRACS). The College achieved Candidate (Pre-Accredited) Status and recognition as a member institution with TRACS in October of 2017 and became fully Accredited on November 4, 2019.

The COVID-19 Pandemic heightened the need for the College to offer online education and on July 30, 2021, Virginia Christian College received TRACS approval for its Distance Education program. Also, in July 2021, the college established its first Teaching Site in Norfolk, VA.

> *NOTE: The U.S. Department of Education requires institutions offering distance education courses to be authorized by each state in which the institution enrolls students; see page 11 for the state authorization policy and page 78 for VCC's state authorization status.*

On August 1, 2021, Virginia Christian College installed its second president, Dr. Courtney McBath and former President Dr. Derek Grier transitioned to the College's first Chancellor.

In July of 2022, the board unanimously agreed to change the name of the college from Virginia Bible College to Virginia Christian College. Following approval from SCHEV and TRACS, the name was officially changed and announced on May 20, 2023.

Following a vigorous site visit by a 5-member evaluation team in January 2024, VCC worked hard to successfully demonstrate full compliance with TRACS standards and on April 24, 2024, its accreditation was reaffirmed!

PHILOSOPHY, CORE VALUES, BELIEFS, & PRINCIPLES

Philosophy of Education

Virginia Christian College views the direct study of the Bible as the primary means to a successful life and ministry. In its entirety, the educational and practical experience of the College is designed to enable students to know the Word of God, to apply it to every aspect of life and to minister it effectively to the world.

The College is founded upon and shall forever be dedicated to the declaration and preservation of Biblical Christianity and academic excellence. The College is a Christian institution with the distinctive free reign of the Holy Spirit, which encourages the expression of the gifts and fruit of the Holy Spirit.

The College is committed to the historic Christian faith of the eternal Godhead: Father, Son, and the Holy Spirit who, through the new birth and indwelling of His Spirit is Lord of our lives now and forever. The College is resolved to assist students in their quest for knowledge of their personal relationship to God, to mankind and to the world in which we live. Dedicated to the realization of truth as it is totally embodied in Christ and the achievement of one's potential life capacity, the College seeks to graduate a "whole" person: a whole person seeking the whole truth to impact the whole world.

To accomplish these purposes, the College endeavors to offer a systematic, spiritual, scholarly study of an array of biblical subjects to contribute to spiritual maturity, effective leadership, deeper worship, and a career in church ministry. Further, the College seeks to facilitate leadership in the local church, employment, and/or entrepreneurship. Our combination of instruction in profound biblical and theological issues, as well as leadership preparation for ministry and Christian living provides a holistic educational experience that will equip students for Christian service.

Core Values/Commitments

Consistent with our Vision, Mission, and Philosophy of Education, Virginia Christian College is:
- **Committed to whole-person education:** Through a holistic approach to education that prepares students academically, spiritually, mentally, and socially.
- **Committed to declaration and preservation of biblical Christianity:** Through the direct study and application of biblical and theological constructs and maintaining a Christ-centered community.
- **Committed to academic and institutional excellence:** Through regular self-assessment to ensure quality programs and to maintain focus on the mission.
- **Committed to a biblical foundation:** Through the teaching of sound doctrine, proper interpretation, and communication of Scripture.
- **Committed to spiritual formation:** Through providing an environment which encourages spiritual practices, character development, and Christian living.
- **Committed to practical application:** Through providing opportunities to learn both traditional and nontraditional biblical constructs and apply them in and outside of the classroom.

- **Committed to develop students for ministry and servant-leadership:** Through providing a rich learning environment where biblical reflection, theological discussion, and practical application results in local and global Christian influence.

Doctrinal Beliefs

Virginia Christian College holds several biblical beliefs and in order to qualify for any position at Virginia Christian College (i.e., Board member, faculty, administration, staff, volunteers, etc.), individuals must whole-heartedly acknowledge and live by the following core beliefs:

- *The Holy Bible:* The Holy Bible is the Word of God – originally given by God, divinely inspired, infallible, entirely trustworthy, and the only supreme authority in all matters of faith and conduct. (II Timothy 3:16).
- *One true God:* The one true God externally exists, manifest in three persons: Father, Son, and Holy Spirit. (Mark 12:29, Matthew 28:19, Deuteronomy 6:4).
- *The Lord Jesus Christ:* Jesus Christ- God manifest in the flesh, His virgin birth, His sinless human life, His divine miracles, His bodily resurrection, His ascension, His mediatory work and His personal return in power and glory. (John 1:14, Luke 1:26-38, Hebrews 4:15, John 2:11, Luke 24:39, John 1:29, Acts 1:9-11).
- *Salvation & Redemption:* Man is in the need for redemption because of the fall of man. (Genesis 1:26-31, 3:1-7, Romans 3:23-24). The salvation of lost and sinful people, regeneration by the Holy Spirit is absolutely essential. (Titus 3:5-7, Romans 3:28).
- *Baptism:* Baptism in water by immersion. (Matthew 28:19, Colossians 2:12).
- *The Holy Spirit:* The present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life. (Luke 24:49, Acts 2:4, Acts 10:44-46, Hebrews 13:8, 1 Corinthians 12:7-11).
- The Body of Christ: The spiritual unity of believers in our Lord Jesus Christ. (1 Corinthians 12:12-26, Ephesians 2:19-22).
- *Lifestyle & Worship:* Right living, giving and loving others are a vital part of the life and worship of disciples of Christ. We also believe that sex is sacred and designed to both distinguish & strengthen the marriage bond between one man and one woman – as revealed in scripture – while maintaining celibacy in all other relationships. While we love, invite and welcome all to attend our church services, Ambassadors/Students are only eligible for ordination and to serve in elective or appointed ministries if their lifestyle, personal beliefs, and sexual lives reflect the fruit of true grace. (Hebrews 12:14, Proverbs 3:9, Malachi 3:8-10, Luke 6:38, Hebrews 7:8, Matthew 22:36-40; 23:23)
- *The Resurrection:* The Resurrection of both the saved and the lost. The saved unto the resurrection of life, and the lost unto the resurrection of damnation. (Luke 16:19-31, Mark 16:16, Revelation 20:11-15).
- *The Lord's Supper:* We believe in the participation in the Lord's Supper through receiving the communion elements and all they represent. (Luke 22:19, I Corinthians 11:23-26).

Guiding Principles

Virginia Christian College is guided by biblical principles and endeavor to operate in **"*INTEGRITY:*"**

I – Innovation: We value creativity and we pursue innovative ideas to meet academic needs and expectations.

N – Nobility: We seek to operate in uprightness of character and moral standing. We humble ourselves before God and submit to His direction and Word.

T – Trustworthiness: We value and demonstrate openness and honesty, as well as institutional and individual accountability. We speak and act truthfully, without hidden agendas. We admit to our mistakes, avoid silence when it may mislead, and honor our commitments.

E – Excellence: We aspire to operate in a spirit of excellence. We value continuous advancement and growth and value collaboration, cooperation, teamwork, innovation, and critical thinking in our continuous efforts to improve

G – God-fearing: We value individuals who have a healthy fear or reverence for the Almighty God. It is our desire to bring glory to the name of the Lord through our communications and behaviors.

R – Respect: We treat others fairly and with dignity. We value and honor each other in our diversity.

I – Influence: We long to have influence for Jesus Christ and to use high energy and inspiration to motivate others to success, through laughter, love, kindness, celebration, and joy in our learning and work–-encouraging all to take their learning and work seriously and themselves lightly.

T – Tenacity: As an organization, we steadfastly stand on and are governed by the Word of God. We will do the right thing, regardless of the difficulty or consequences. We value endurance and view failure as a prerequisite to success.

Y – Yielding: We believe in productivity and aspire to yield good fruit in everything we do for God.

ACCREDITATION

Bible colleges have the privilege of gaining an exempt status in most states if they operate under the umbrella of the local church. However, to better serve our students, Virginia Christian College began the accreditation process with Transnational Association of Christian Colleges and Schools (TRACS) in 2014 and we are very pleased to announce that Virginia Christian College was granted Pre-accredited (Candidate) Status and recognized as a member institution by TRACS on October 24, 2017!

Granting of Pre-Accredited Status is a testament to the hard work, dedication and commitment of our Board, President, Administrators, Faculty, and Staff. Virginia Christian College is grateful to all who participated in the site visit and met with the accreditation team. The students were a great representation of the student body and we couldn't be prouder. With Pre-Accredited Status, we are officially a member of TRACS and will have up to 5 years to achieve Accredited Status. Our goal was to accomplish this within 2 years and on November 4, 2019, Virginia Christian College accomplished this goal and is now NATIONALLY ACCREDITED! The arduous process that began in 2014 has finally come to fruition and we are so grateful to God and the hardworking administrators, faculty, staff, and students at Virginia Christian College for making this possible! Institutions accredited by TRACS are required to undergo a full review after their first 5 years. 2024 marked VCC's fifth year and following a rigorous site visit by a 5-member TRACS evaluation team in January 2024, VCC worked hard to successfully demonstrate full compliance with TRACS standards and on April 24, 2024, its accreditation was reaffirmed for the next 10 years!

TRACS is recognized by the United States Department of Education (USDE), the Council for Higher Education Accreditation (CHEA) and the International Network for Quality Assurance Agencies in Higher Education (INQAAHE).

To verify our standing or to make a complaint with TRACS, please contact them by telephone: 434. 525-9539, email: info@tracs.org, or mail: P.O. Box 328, Forest, Virginia 24551.

NOTE: The nature of Virginia Christian College is for religious purposes and of course, any degree program increases marketability because it demonstrates a disciplined devotion to a system of study. However, you as a student need to look ahead and investigate what you want the degree to do for you. Likewise, students who desire to transfer our credits and degrees to other colleges, may or may not have success in doing so. It is at the discretion of each learning institute to determine this.

STATE AUTHORIZATION OF DISTANCE EDUCATION

State authorization is a regulation of the U.S. Department of Education that requires institutions offering distance education courses to be authorized by each state in which the institution enrolls students (if such authorization is required by the state). Each of the 50 states has varying rules and regulations governing distance education offered by out-of-state colleges and universities. Often these rules require higher education institutions that offer distance education to residents of other states to obtain authorization or approval from the other state. The regulations are a consumer protection measure against 'bad actors' in the distance education industry, and were highlighted in Program Integrity Rules issued by the federal Department of Education in October 2010.

Because of the compliance burden and cost involved in registering online programs in all 50 states, a Commission on Regulation of Postsecondary Distance Education established the State Authorization Reciprocity Agreement (SARA). Under SARA, states agree on uniform standards for state authorization of distance education. When a higher education institution meets the standards in its home state and that state is a member of SARA, it is authorized to offer distance education to residents of other states that are members of SARA without having to undertake burdensome and costly state-by-state registration.

To be eligible to participate in SARA, an institution must apply to SARA. The college plans to apply in the near future. *Please see page 78 for VCC's state authorization status.*

GOVERNANCE

The Governing Board is the College's governing body. The Board oversees all policy matters of the College, including the approval of degree programs and standards, and budget recommendations to the President.

The Board is responsible for articulating the organizational mission, executing institutional plans as well as monitoring program effectiveness and serving as a fiduciary for the fiscal health of the organization. Hiring faculty, staff, and CEO's, accounting oversight, establishing policies for personnel and staff evaluations. All Board members shall be appointed for a term of five (5) years, and Board members may be re-elected for more than one term. All Board members shall serve until the end of the fiscal year in which their term shall expire.

Section 2

Admissions

Application Process

Virginia Christian College follows an open admissions policy and prospective students may apply at any time. After reviewing the requirements (See "Programs" section for specific admission requirements and page 78 for the State Authorization of Distance Education policy), students must complete the online application (there is a $25 application fee) and submit it along with the supporting documents.

An official transcript from high school (or GED) and/or college is the standard educational requirement for admission to Virginia Christian College. Students who do not possess a high school diploma or its equivalent cannot be admitted into any program, but may take courses by following the Ability-to-Benefit process explained on page 15 of this document.

International Students are welcomed, as VCC values the diversity they bring to our academic community. To ensure a smooth admissions and enrollment process, international applicants must adhere to the following policy:

- VCC does not issue I-20 forms for F-1 visa students, thus international students may study online from their home country but are not eligible for in-person attendance.
- All non-U.S. transcripts must be evaluated by a NACES-recognized evaluation service (e.g., WES, SpanTran, or ECE). Applicants are responsible for registering, scheduling, and paying for the evaluation independently.
- Applicants with non-English native tongues or without prior academic experience in English must demonstrate English proficiency by taking and obtaining a score of 70 on the TOEFL iBT; 6.0 on the IELTS Academic; or 95 on Duolingo. Test results must be sent directly from the testing agency

and must be no more than two years old. Applicants are responsible for registering, scheduling, and paying for the exam independently.

Once all components have been received, Admissions staff will evaluate your academic background, and determine your program eligibility. Please note that while all applicants will be considered for enrollment regardless of race, sex, national or ethnic origin, admission is partly based on state authorization. *Please see page 78 to see VCC's status in your state.*

In the event a student is denied admission, and the student believes that he or she has been unfairly denied due to suspicion of false advertisement, whether verbal or written, please follow the *Student Concerns or Complaints* process on pages 74.

Admission Classifications

Degree Seeking Students. Applicants who have fulfilled all of the admission requirements and are moving toward candidacy for an undergraduate, master's, or doctoral degree.

Provisionally Admitted Students. Applicants who have submitted all application materials except official transcripts or letter(s) of reference may be provisionally admitted to Virginia Christian College. Those with provisional status have one semester to submit all of the required admissions materials. The student will not be eligible to register for a second semester until the provisional designation is removed. Any request for an exception to this registration block must be submitted to the Program Director.

Conditionally Admitted Students. Applicants whose application does not meet the criteria for degree-seeking or non-degree seeking students, but who appear to have the capability to successfully complete undergraduate and graduate courses may be admitted to Virginia Christian College on a conditional admittance

status. However, it should be noted that a student that has not earned a baccalaureate degree may not be admitted into a graduate program under any circumstances. A conditionally admitted applicant must satisfy the conditions of his/her admittance in order to be reviewed for degree-seeking status. The specific conditions and length of time permitted to meet the stated conditions shall be detailed in a letter from the Program Director of the student's chosen program.

Non-degree Seeking Students. Applicants who meet all of the requirements for admissions, but do not intend to pursue an undergraduate or master's degree at Virginia Christian College, may be admitted into the undergraduate or graduate certificate program. Applicants who do not wish to pursue a certificate may take courses for transfer credits, personal enrichment, professional development, continuing education, licensing requirements, etc. at will. However, no non-degree seeking student will be able to take doctoral-level courses. Should a non-degree seeking student wish to pursue a certificate or degree, the student may apply to any program for which they qualify.

Once enrolled, students are classified as either:

- Full-Time Student - A student who meets all entrance requirements, is pursuing a certificate or degree program while carrying at least 12 hours in undergraduate or 9 hours in graduate programs per semester.

- Part-Time or Nontraditional Student - A student who desires to take only a limited number of courses per semester as they pursue their certificate or degree. Part-time students are still required to follow the normal admissions procedures.

- Auditor - A student permitted to enroll in a course without being required to fulfill the normal course requirements in that course when it is taken for credit. No credit is granted. Audited courses will be recorded on the official transcript. Auditing students are still required to

follow the normal admissions procedures and associated fees.

Undergraduate		Graduate	
Full-time	12+ hrs.	Full-time	9+ hrs.
¾ time	9-11 hrs.	¾ time	6-8 hrs.
½ time	6-8 hrs.	½ time	5 hrs.
Less than ½ time	1-5 hrs.	Less than ½ time	1-4 hrs.

Transfer Credits

Virginia Christian College welcomes students who desire to pursue their educational goals in Christian studies and who wish to transfer from another accredited or approved institution. However, the decision to accept or reject transfer of credits rests solely with Virginia Christian College.

Students will need to submit their official transcript and all veteran and military-affiliated students are strongly encouraged to submit their Joint Services Transcript (JST) for a formal evaluation of military training and experience for possible academic credit. This policy applies across all VCC academic programs and is reviewed in accordance with our general transfer credit evaluation process. Once submitted, students will need to identify the course(s) they wish to transfer. Each course will be evaluated by the academic department and either,

1. Accepted as "exact" or "comparable" credits; once students are admitted, students should contact student's academic adviser to discuss student's transfer work.

2. Rejected due to academic rigor, course age, or grade requirements; students have the right to appeal this decision to the Vice President of Academic and Student Affairs. Before a meeting is scheduled, the following should be sent via email:
   o A detailed letter in support of student's appeal
   o A copy of student's official transcript where the credit was earned
   o A syllabus of the course that is in dispute
   o A description of the course for which students would like credit

In general:

- Credits are transferred; grades are not.
- Credits transferred from another school do not affect a student's grade-point average.
- Transfer credits are part of a student's academic history and the college in which the student is enrolled will determine how transfer credits will be used to meet graduation requirements.
- All transfer credits (from examinations or other institutions) placed on the Virginia Christian College transcript will count towards the total number of credits a student has accumulated.
- Course work from another institution can transfer into Virginia Christian College in a variety of ways. Some courses will require the submission of the course syllabus for academic departmental review to determine the Virginia Christian College credit equivalency.
- Once course work from another college/university is added to the Virginia Christian College student record, those credits cannot be removed.

Undergraduate

Undergraduate Certificate

Life Experience: Life Experience can contribute at a maximum of 6 credits toward a degree and transference of previous learning may be able to contribute to the certificate program, but this is at the discretion of the College. Students must normally have earned a grade of C or better (2.0 on a 4.0 scale) in order to be eligible to transfer a course from another institution to Virginia Christian College. Transferability of credits earned at this institution is at the discretion of the receiving institution. Consult the Office Academic Affairs for further information.

Bachelor's Degree

General Education: Virginia Christian College does not offer general education courses. Therefore, a minimum of 36 semester hours must be transferred in from a previous post-secondary institution, or by enrolling at an institution of choice during or after matriculating at VCC. The required general education courses are as follows: English Composition [6], Behavioral/Social Sciences [6], History [6], Natural Sciences or Math [6], Humanities [9] (*such disciplines as art, music, literature, foreign language, philosophy, religion, or writing)*, Speech [3].

Life Experience: Life Experience can contribute at a maximum of 24 credits toward a degree and transference of previous learning from accredited or approved schools is at the discretion of the office of Academic Affairs. Students must normally have earned a grade of C or better (2.0 on a 4.0 scale) in order to be eligible to transfer a course from another institution to Virginia Christian College. Transferability of credits earned at this institution is at the discretion of the receiving institution. Consult the Registrar's Office for further information.

Graduate Programs

Graduate Certificate

Life Experience cannot contribute toward a graduate level work, but transference of up to 9 comparable credit hours from previous learning institutions can be applied. Students must normally have earned a grade of B or better (3.0 on a 4.0 scale) in order to be eligible to transfer a course from another institution to Virginia Christian College. Transferability of credits earned at this institution is at the discretion of the receiving institution. Consult the Office of Academic Affairs for further information.

Master's Degree

Life Experience cannot contribute toward a degree, but transference of up to 15 comparable credit hours from previous learning institutions can be applied. Students must have earned a grade of B or better (3.0 on a 4.0 scale) in order to be eligible to transfer a course from another institution to Virginia Christian College. Transferability of credits earned at this institution is at the discretion of the receiving institution.

Consult the Office of Academic Affairs for further information.

Doctoral Degree

Life experience is valuable as it informs one's hermeneutic, however life experience cannot contribute toward the completion of the Doctor of Ministry program. Additionally, because of the unique nature of this degree and the rigorous matriculation required to earn it, no transfer credits will be accepted, except in the case of students who have already earned a biblical and/or theological (or its equivalent) doctoral credits. Students who currently possess such doctoral credits, a maximum of 15 doctoral-level hours may be transferred to Virginia Christian College; unaccredited doctoral credits from reputable institutions may be accepted, but is at the discretion of the college. The Students must have earned a grade of B or better (3.0 on a 4.0 scale) in order to be eligible to transfer a course from another institution to Virginia Christian College. Transferability of credits earned from this institution is at the discretion of the receiving institution. Consult the Office of Academic Affairs for further information.

Ability-to-Benefit (ATB)

Virginia Christian College will admit students who do not have a high school diploma or the recognized equivalent of a high school diploma (GED) by one of the following processes:

A) Passing an independently administered Ability to Benefit test approved by the US Department of Education; or

B) Complete at least six credit hours that are applicable towards a degree offered by Virginia Christian College.

Note: ATB students do not qualify for Title IV funds if enrolled in the Undergraduate Certificate program.

Registration

Once accepted into Virginia Christian College, students can enroll and register for courses within their respective programs through Populi. NOTE: S*tudents who are not admitted cannot attend courses at Virginia Christian College.*

Section 3

Academics

Institutional Learning Objectives

The Virginia Christian College educational experience is to develop effective leaders in every level of life. Whether the intention is to increase biblical knowledge or pursue a degree for full-time ministry or the marketplace, our specialized instruction will challenge, yet equip students to serve effectively. This is facilitated through the 7 vital competencies that underpin each of our programs (Certificate, Undergraduate, and Graduate) and are infused within the student's entire course of study. It is our belief that these competencies will enable students to acquire the knowledge, skills, and abilities that are needed to be successful in their lives, ministries, and/or careers.

Virginia Christian College Core Competencies

ILO 1: Hermeneutic Competence
(Biblical/Theological/Historical)—The ability to study, interpret, and effectively communicate the Word of God in a manner which reflects a historical understanding and a Bible-based theology, rather than an individual philosophy:

- **Biblical** – Through biblical study and interpretation, students will arrive at a reasonable and coherent sense of the meaning and message of the Bible.

- **Theological** – Through a systematic, Bible-based approach, students will learn theological foundations that underlie their Christian beliefs and practices.

- **Historical** – Through historical theological study, students will become knowledgeable of the background, and multidimensional and global development of Christianity and the church.

ILO 2: Apologetic Competence—The ability to present a reasoned explanation and defense of the Christian faith and to present the gospel in a clear and winsome manner.

ILO 3: Care & Counseling Competence—The ability to understand human thought process, emotion, social, and behavior through an integration of biblical, theological, and psychological constructs, in order to provide a basic level of holistic supportive care.

ILO 4: Leadership Competence—The ability to integrate Christian principles and practices, strategic thinking, and personal integrity in leadership.

ILO 5: Communication Competence—The ability to communicate effectively and accurately through both written and oral formats.

ILO 6: Academic/Discipleship Competence—The ability to conduct scholarly research and study biblical and non-biblical subjects independently while developing standards of lifelong learning.

ILO 7: Spiritual Development Competence—The ability to live a lifestyle of Christian discipleship with self-awareness, personal discipline, servanthood, and emotional maturity. In addition to spiritual formation courses, this competence will be realized through the following:

1) Weekly Chapel:
   a. Students are invited to attend our quarterly Chapel on Wednesdays at 7:00 pm. This is a highlight of our college community, as we gather,

share, reflect, connect, and grow in our spiritual journey.

b. Students are encouraged to attend weekly Bible Study at their respective churches. Students who may not be connected to a particular church, are welcome to attend Grace Church.

2) Weekly Corporate Prayer – Students are invited to join us virtually every Monday at 12:00pm for corporate prayer.

3) Monthly "Check In" – Students will meet with their Student Success Coach and/or Faculty Advisor once monthly to process spiritual activities and growth.

4) Acts of Service – Service is at the heart of VCC and students are strongly encouraged to volunteer once a semester. Click here to find local and global outreach opportunities.

5) Leadership Organizations – Students are strongly encouraged to attend the Renaissance Leadership Network (RLN) monthly online training events.

6) Mission Trip – Students are strongly encouraged to participate in a mission trip prior to graduation.

The Semester System

Virginia Christian College operates on a semester system. Both the Fall and Spring Semesters are fifteen (15) or sixteen (16) weeks and the Summer Semester is eight (8) weeks. Fall and Spring semesters are broken into two (2) 8-week terms. The Fall Semester starts on the second or third Monday in August and includes a Fall and Thanksgiving break. The Spring Semester typically begins on the second Monday in January and includes a Spring break and an Easter break. The Summer semester typically begins the first Monday in June.

Credit Hour

A credit hour represents the time a student can expect to be engaged in academic work for each course. Virginia Christian College uses the Carnegie Classification definition of a credit hour for both traditional and distance courses. Each credit hour corresponds to a minimum of 3 hours of student engagement per week for a traditional 15-week course or minimum of 5 hours per week for an 8-week course. Thus, for every, one (1) hour of classroom or direct faculty instruction, students can expect to spend a minimum of two (2) hours of out-of-class work each week of an academic term. This time may be spent on discussions, readings and lectures, study and research, and assignments. The chart below shows how much dedicated time is needed based on the number of credits/courses pursued each term:

Credits to be earned	8-week course Hours per week			15-week course Hours per week		
	Instructional Time	Study Time	Total	Instructional Time	Study Time	Total
1 credit	1.75	3.5	5.25 hours	1	2	3 hours
3 credits (1 course)	5	10	16.75 hours	3	6	9 hours
6 credits (2 courses)	10.5	21	31.5 hours	6	12	18 hours
9 credits (3 courses)	15.75	31.5	47.25 hours	9	24	27 hours
12 credits (4 courses)	21	42	63 hours	14	28	36 hours
15 credits (5 courses)	26.25	52.5	78.75 hours	17.5	35	45 hours

Course Coding

Course Abbreviations

APOL	Apologetics
BIB	Bible
CAP	Capstone
CC	Care and Counseling
CHAP	Chaplaincy
COA	Coaching
CPE	Clinical Pastoral Education
DIS	Dissertation
ELEC	Elective
HIS	History
HT	Historical Theology
INT	Integrative Research Project
LD	Leadership
RW	Research & Writing
SF/SFR	Spiritual Formation/Research
THEO	Theology

Course Number

- Certificate & Bachelor: Courses numbered 100-200 are Lower Division courses, 300-400 are Upper Division.
- Masters: Courses numbered 500 are Lower Division courses, 600-700 are Upper Division
- Doctorate: Courses numbered 700 are Lower Division courses, 800-900 are Upper Division

Course Delivery Methods

All programs are offered in a hybrid model and students, regardless of their base campus, will complete most of their program online with occasional class meetings being held on the Norfolk or Dumfries campus; *Please see page 78 for state authorization status.* Two (2) effective online platforms are used to support the distance education process: Populi and Zoom.

- **Populi** is an Academic Management System. This provides the portal to all of our online academic activity. Anyone who is a student at Virginia Christian College will use Populi to access registration, assignments, grades, electronic library resources, financial information, credit/debit card payment options, and other resources not listed here.

- **Zoom** is a video conferencing system that Virginia Christian College uses to support online classes. Professor may also use the system for other purposes, such as hosting a guest speaker or holding online office hours. Students can join the class via webcam or video conferencing camera, or via phone.

Each class has synchronous and asynchronous education availability:
- Asynchronous: Discussion Forums requiring weekly participation via Populi
- Synchronous: Weekly face-to-face class instruction or related activity for at least 1.5 hrs. held via Zoom and/or in-person.
  - o Example: for an 8-wk course, there could be 8 virtual sessions & no in-person class meetings; or 5 virtual sessions & 3 in-person class meetings; or vice versa.

Course Frequency and Format

Virginia Christian College largely comprises nontraditional, working students who require a flexible schedule. Classes are offered in three formats: Online, In-person, or a combination of both (i.e., Hybrid). All face-to-face meetings, whether online or in-person, are held in the evenings. The course schedule is based on predicted need, funding, faculty availability, and classroom considerations. While the timing and frequency for courses are not rigidly fixed, courses are offered with sufficient frequency (including summer terms) that students can complete their program within the stated timeframe if attending full-time. Each course will be selected from one or more of the core competencies each semester and will fulfill the student's requirement for each learning component.

All courses are offered on either an 8-week, 15-week, or 16-week format; 8-week courses are offered each term. Doctoral courses are organized into four phases spanning across 16 weeks (see Doctor of Ministry degree section below).

At times, certificate, bachelor's, and master's courses are held together as "Meets With" courses. Yet, they are considered distinct courses and the only items that are kept in sync are the meeting pattern information (room, time, days, instructor, info, and room characteristics). For example, students who enroll in two different courses may attend the same lecture, but have different discussion sections that focus on different topics or require different assignments. Thus, these courses will have distinct syllabi and course requirements.

Expected Online Participation

Online courses require regular and substantive interaction. This can be easily achieved by attending the Zoom session, making initial Discussion Board post, and replying to classmates. Discussion board posts must be made by the deadlines outlined by the instructor.

Active/Inactive Student

An Active Student is a student who is currently enrolled or who has completed one class in the last two (2) semesters after the last day of the last course the student was enrolled in; or accepted for admission into a program where registration is closed. A student will be marked inactive if there is no enrollment for four (4) consecutive 8-wk terms.

Grading

All grading plans, determined by individual instructors, must:
1. Provide the student with complete evaluation criteria to be used in the course within the first two class sessions. The criteria should be in writing and included in the course syllabus.
2. Establish the percentages that each of the criteria is worth toward the final grade.
3. Announce course attendance requirements. The effect of class attendance on final grades should be specified.
4. Keep the students reasonably current as to his/her standing in class. Instructors should make every effort to return graded papers or examinations promptly.

Virginia Christian College's grading scale is according to the standard college grading system.

Letter	Range	Grade Points
A+	98-100	4.00
A	94-97	3.70
A-	90-93	3.50
B+	88-89	3.30
B	84-87	3.10
B-	80-83	2.90
C+	78-79	2.70
C	74-77	2.50
C-	70-73	2.30
D+	68-69	2.10
D	64-67	1.90
D-	60-63	1.70
F	59 and Below	0.00

Standards of Progress

All current students are evaluated at the end of each semester and students are expected to maintain at least a cumulative GPA at or above 2.00 (C) as an undergraduate student and at or above 3.00 (B) as a graduate student, as well as be in good financial standing with the College.

Incompletes

Each course syllabus indicates all due dates for required course work. All due dates are final and any change is only at the discretion of the professor. In the case of serious illness, family emergency, or other extenuating circumstances, the professor may grant an extension of no more than six weeks from the end of the term to complete course assignments. All extension requests must be submitted in writing. A temporary notation of "I" (Incomplete) is entered in the student's academic record until a final grade is determined. Course assignments not completed by the extended deadline will be recorded as a failing grade. An appeal requesting an exception to this policy must be submitted in writing to the VP of Academic and Student Affairs.

Leave of Absence

It is our desire that any student who enters a program at Virginia Christian College, works toward completing that program without taking prolonged breaks between semesters. However, we recognize that there may be times where students must do so (i.e., in case of prolonged illness, accident, death in family, etc.). In this case, students must complete a Leave of Absence form explaining the reason for the leave. Upon approval, students may be granted a Leave of Absence without academic or financial penalty. Upon the student's return from the leave of absence, the student is permitted to complete the coursework begun prior to the leave of absence. Of note, the leave of absence cannot exceed 180 days in any 12-month period. The student's failure to resume attendance on or

before the end of an approved leave of absence, will result in withdrawal from the college; The date that the leave of absence was approved will be noted as the last date of attendance for refund purposes.

Academic Warning

When a student's cumulative GPA falls below the level of 1.9.(D) as an undergraduate student and 2.90 (C) for a graduate student, the student will be placed on academic warning for the following semester. The maximum academic load for students on academic warning is 6 credits.

Continuation of Academic Probation

Students who do not attain a satisfactory cumulative GPA by the end of the semester of academic warning will be placed on probation for the next semester of enrollment. The maximum academic load for students on probation is 6 credits.

Removal from Academic Probation

Students will be removed from academic probation at the end of a semester when the cumulative GPA meets the requirements for good standing.

Grade Appeals

A student must have a 2.00 (C) average or higher to graduate as an undergraduate student and 3.00 (B) average or higher to graduate as a graduate student. After receipt of a grade, a student has the right to dispute any grade or an "I=Incomplete." However, if a student fails to submit the required course work during the grace period, the final grade given is recorded.

The process for students to appeal grades is as follows:
1. The student will request in writing that the faculty member reconsider the grade that was given, then;

2. The student may appeal in writing to the VP of Academics and Student Affairs before the end of the semester following the one in which the grade was assigned.

Students may appeal other academic decisions by following the same procedure.

Academic Program Changes

Students who request a change in degree program, must first complete a Change of Major Form and return it to the Registrar's Office. A student's status will be changed only after the form has been received. In addition to the major, a change in academic advisor may occur as part of the process. Log into Populi for updated degree information. A Change of Major fee applies to all students with the exception of those in their first semester at Virginia Christian College.

Granting Degree and Commencement

Commencement will be held whenever there is a graduating class large enough. Nonetheless, the ceremony will typically be held following either the winter or spring semester. Candidates must have completed successfully all curriculum requirements by the published deadlines to be allowed to participate in the ceremony. Students who complete certificate or degree requirements the preceding semesters will be invited to participate in the commencement exercise. Students unable to participate in the graduation ceremony will receive their diplomas by mail.

It should be noted that certificates and degrees of graduating students will not be released until all indebtedness to the college is cleared. Likewise, no transcript (official or unofficial) will be issued for a student who has an outstanding balance.

PROGRAMS

UNDERGRADUATE PROGRAMS

Virginia Christian College offers a unique program of study for undergraduate certificate and degree seeking students. The program concentrates on a blend of Scriptures and theological establishments that gives the beginning student a great foundation for graduate work. As a rule, biblical studies have a tendency to divide the text into small pieces and theology takes a bigger perspective, assembling all things. These schools of thought are two of the most established scholarly interests and also two of the most pertinent to the present-day world. This style of training will offer students a solid cognizance of religious philosophy that is rooted in an intensive examination of the Scriptures and theological discussion, with an essential center of profound change and spiritual transformation. Throughout the Biblical and Theological studies curriculum, students analyze scripture and develop Christian leadership skills in order to grow closer to God and to impact the world for Christ!

Undergraduate Certificate in Biblical and Theological Studies

The Undergraduate Certificate in Biblical and Theological Studies is a 1-year program uniquely designed to give students knowledge of the basic tenets of both biblical and theological principles. This certificate program is to provide a basic course of study that will give students an opportunity to survey the Bible and to lay a rudimentary foundation in Christian doctrine, principles for Christian life and ministry, and a theological worldview. This program also provides a flexible course of study for those individuals who desire to gain a deeper understanding of biblical and theological principles, but not necessarily aspire to obtain a degree. Specifically, this program is for:

- Individuals who desire a short-term program of studies to equip them for effective ministry in the local church or elsewhere and/or vocational endeavors.
- Individuals who wish to begin biblical and theological studies on a trial basis to help them determine if they desire to pursue a degree program. Earned credits can be applied to the undergraduate degree program only.
    - o Those who intend to enter a professional ministry are encouraged to apply for admission to the undergraduate or graduate degree program (if eligible).

Program Learning Outcomes

Through the infusion of the 7 Core Competencies of Virginia Christian College, each student is expected to:

- **PLO 1:** Gain basic knowledge of the Bible and skills needed to interpret the Bible in light of its historical-grammatical context.
- **PLO 2:** Articulate a basic understanding of Christian thought and a Bible-based theology.

- **PLO 3:** Articulate a Christian worldview and a rational and biblical case for and defense of the truth of Christianity.
- **PLO 4**: Demonstrate a fundamental ability to formulate and discuss ideas coherently.
- **PLO 5:** Explore correlates of human development and functioning through biblical and psychological perspectives.
- **PLO 6:** Articulate a biblical philosophy of leadership, self-awareness, and identify effective Christian leadership principles.
- **PLO 7:** Develop and implement a personal plan of spiritual formation involving the practice of spiritual disciplines.

Admission Requirements

- Must possess a High School Diploma or its equivalent
- Complete application

Certificate Requirements

- Complete a minimum of 33 semester credit hours.
- Maintain a 2.0 cumulative grade point average and a passing grade in all required courses
- A minimum of 24 semester credit hours must be earned at Virginia Christian College.
- Meet course requirements in the following areas:

Course (Credits)
Core Courses (21)
- Biblical Studies (3)
    - o BIB 112 Old Testament Survey or BIB 113 New Testament Survey
- Theological Studies (3)
    - o THEO 221 Introduction to Christian Theology
- Historical Studies (3)
    - o HIS 331 Christianity & Church History I or HIS 332 Christianity & Church History II
- Apologetic Studies (3)
    - o APOL 141 The Bible is God's Word
- Care & Counseling Studies (3)
    - o CC 150 Introduction to

Psychology and Counseling
- Leadership Studies (3)
  - LD 260 Principles of Effective Leadership
- Spiritual Formation (3)
  - SF 271 Spiritual Formation

Electives (12)
Any 4 courses offered
Total = 33 Credits

Transfer Credits

Students may apply life experience and previous learning to the certificate program, but this is at the discretion of the College.

Life Experience: Maximum of 6 Credit Hours can be applied to appropriate courses for this program and can be any combination of the following categories, but cannot exceed an overall total of 6. (Ex. a student may be awarded 2 credits for Church involvement, 1 for Training Conferences, and 3 for Christian Library):

1. Church Involvement (maximum of 3 credit hours): Virginia Christian College will grant 1 credit hour for each year of faithful involvement in a local church (up to 6 hours). This means regular participation in group fellowship, support of ministry, financial stewardship, faithful attendance. List churches and years of involvement. *A letter from your church indicating the number of years of involvement is required prior to receiving credit.*

2. Training Conferences and Workshops (maximum of 3 credit hours): Virginia Christian College will grant 1 credit hour for each seminar attended which offered quality and relevant training. List and describe in detail the seminars attended. List and describe in detail the seminars attended. *Verification of your attendance is required prior to receiving credit.*

3. Ministry Experience (maximum of 3 credit hours): Virginia Christian College will grant 1 credit hour for each year of participation in Christian ministry. This may involve ushering, youth work, missions, music ministry, children's ministry, evangelism, etc. List all ministries and years involved. List all ministries and years involved. *A letter from your ministry leader indicating the number of years of service is required prior to receiving credit.*

4. Christian Library (maximum of 3 credit hours): Virginia Christian College will grant 1 credit hour for every five books read (books must have a strong level of scholarship to qualify). *You must list all books and be prepared to discuss 1 or more of them during the interview.*

Transfer Courses: Students must normally have earned a grade of C or better (2.0 on a 4.0 scale) in order to be eligible to transfer a course from another institution to Virginia Christian College. Transferability of credits earned at this institution is at the discretion of the receiving institution.

Courses/Electives

The following list of courses may be offered at any time during the student's course of study. Each course will be selected from one or more of the competencies and will fulfill the student's requirement for each learning component. Of the courses offered each semester, students may select the course(s) for which they would like to register. There will be a number of courses offered throughout the student's course of study and students can choose from any level course offered to use as an elective.

Course Descriptions *(courses are listed by order of course number and not necessarily in the order of offerings)*

APOL 141 The Bible is God's Word This course focuses on understanding various perspectives of the Bible, how it was formed and the biblical worldview necessary to comprehend and communicate its message. Critical to these discoveries is the practical application in discipleship and personal spiritual growth.

BIB 112 Old Testament Survey This course provides a rich exposure to the Old Testament/Hebrew Bible. It provides a survey and introduction to the Pentateuch, the historical books along with the wisdom and prophetic books of the Old Testament.

BIB 113 New Testament Survey This course will provide a rich exposure to the New Testament Greek Bible. It provides a survey of the social, political, economic, and religious background of the New Testament, and then goes on to examine the various groups of New Testament books. Students will be provided an introduction to the principles of biblical criticism, the Synoptic problem, development of the New Testament Canon, transmission of New Testament literature, and translations into the English vernacular.

CC 150 Introduction to Psychology and Counseling This course is a study of the theories that have contributed to our understanding of human behavior. These theories will be compared to biblical teaching. How this discipline developed and what is its future. This course will serve as an overview of the major theories within psychology and will help you understand the basic principles of psychology by studying a variety of topics, including the brain, learning and memory, personality, social influence, child and lifespan development, and psychopathology.

HIS 331 Christianity & Church History I This course examines the birth of Christianity, the roles played by major personalities (leaders) and events, movements and, ecclesiastical decisions, and controversies that helped shape church history from the Apostolic Period, early, medieval, and Protestant Reformation.

HIS 332 Christianity & Church History II This course examines Christianity, the roles played by major personalities (leaders) and the events, movements and, ecclesiastical decisions, and controversies that helped shape church history from the Protestant Reformation to Modern Day.

LD 260 Principles of Effective Leadership What are the qualities that make a leader effective? What are the prominent theories of leadership? Students will study the 21 Irrefutable Laws of Leadership by Leadership expert John C. Maxwell and other leadership principles needed to be an effective 21st Century Leader.

SF 271 Spiritual Formation Study of the dynamics of personal and spiritual growth as understood in the Christian tradition. Practical tools, in combination with historical perspective, provide the backdrop for self-exploration and spiritual development within students.

THEO 221 Introduction to Christian Theology The purpose of this course is to introduce the student to Christian theology. It begins with a study of the nature and necessity of doing theology in the contemporary world with primary attention given to the authority of God's self-disclosure in the Holy Scriptures. The subject matter will also examine the nature and revelation of the Triune God who has made Himself known to us, especially focusing on God's action in creation and providence.

Bachelor of Biblical and Theological Studies w/an Emphasis in Leadership

The 3-year Bachelor of Biblical and Theological Studies with an Emphasis in Leadership (BBTS) program is uniquely designed to give the student a well-rounded understanding of both biblical and theological principles, as well as in leadership principles. This undergraduate program is to provide an in-depth course of study that will give students an opportunity to not only survey the entire Bible, but to lay a sound foundation in Christian doctrine, principles for Christian life, ministry, and leadership, and a theological worldview. The program provides a flexible course of study that offers a wide-range of learning opportunities that will enable students to specifically,

- Pursue academic goals and keep commitments to family, work and church
- Be equipped to serve effectively in ministry or in the marketplace by developing biblical and theological thinking, interpretation and application
- Effectively serve and lead others while having an impact on families, work, and their local church
- Study and grow in ability to interpret and apply God's Word.

Program Learning Outcomes

Through the infusion of the 7 Core Competencies, each student is expected to:

- **PLO 1:** Gain basic knowledge of the content of the Bible and demonstrate an ability to study and interpret the Bible in light of its historical-grammatical context.
- **PLO 2:** Articulate a basic understanding of Christian thought and a Bible-based theology
- **PLO 3:** Articulate a Christian worldview and a rational and biblical case for and defense of the truth of Christianity.

- **PLO 4**: Demonstrate effective oral and written communication skills and an ability to formulate and discuss ideas logically and critically.
- **PLO 5:** Demonstrate a holistic understanding of humanity from a biblical, psychological, social, emotional, and behavioral perspective.
- **PLO 6:** Articulate a biblical philosophy of leadership and identify and apply effective Christian leadership principles in a variety of contexts.
- **PLO 7:** Exhibit knowledge and awareness of diversity around personalities, cultures, and society in leadership.
- **PLO 8:** Develop and implement a personal plan of spiritual formation involving the practice of spiritual disciplines.

Admission Requirements

- Must possess a High School Diploma or its equivalent
- Complete application

Degree Requirements

- Complete a minimum of 120 semester credit hours.
  - 36 general credit hours (must be transferred in), 84 credits consisting of bible, theology, ministry, formation, & electives
- A 2.0 cumulative grade point average and a passing grade in all required courses.
- At least 36 semester credit hours must be earned at Virginia Christian College.
- Meet course requirements in the following areas:

Course (Credits)
- General Education
  (36 Credits Transferred in)
- Biblical Studies (12)
  - BIB 112 Old Testament Survey
  - BIB 113 New Testament Survey
  - BIB 310 Introduction to Biblical Language
  - BIB 413 Biblical Interpretation
- Theological Studies (12)

- o THEO 221 Introduction to Christian Theology
  - o THEO 322 The Doctrine and Attributes of God
  - o THEO 421 The Doctrine of Salvation
  - o THEO 424 Apocalyptic Studies
- Historical Studies (6)
  - o HIS 331 Christianity & Church History I
  - o HIS 332 Christianity & Church History II
- Apologetic Studies (12)
  - o APOL 141 The Bible is God's Word
  - o APOL 241 A Reasonable Faith: The Apologetics of Jesus
  - o APOL 440 Biblical Archaeology
  - o APOL 443 Evangelism
- Care & Counseling Studies (9)
  - o CC 150 Introduction to Psychology and Counseling
  - o CC 252 Biblical Counseling Foundations
  - o CC 354 Understanding Mental Illness: Clinical & Biblical Perspectives
- Leadership Studies (18)
  - o LD260 Principles of Effective Leadership

  - o LD 262 You and Your Personality
  - o LD 364 Leadership: Submission and Authority
  - o LD 460 Leadership and Management Principles
  - o LD 463 Financial Stewardship
  - o LD 468 The Leader's Journey
- Spiritual Formation (3)
  - o SF 271 Spiritual Formation
- CAP 480 Capstone Seminar (3)
- Electives (9)

Total = 120 Credits

Transfer Credits

Students may apply life experience and previous learning to the certificate program, but this is at the discretion of the College.

Life Experience: Maximum of 24 Credit Hours can be applied to appropriate courses for this program. Categories include:

1. Church Involvement (maximum of 6 credit hours): Virginia Christian College will grant 1 credit hour for each year of faithful involvement in a local church (up to 6 hours). This means regular participation in group fellowship, support of ministry, financial stewardship, faithful attendance. *A letter from your church indicating the number of years of involvement is required prior to receiving credit.*

2. Training Conferences and Workshops (maximum of 6 credit hours): Virginia Christian College will grant 1 credit hour for each seminar attended which offered quality and relevant training. *Verification of your attendance is required prior to receiving credit.*

3. Ministry Experience (maximum of 6 credit hours): Virginia Christian College will grant 1 credit hour for each year of participation in Christian ministry. This may involve ushering, youth work, missions, music ministry, children's ministry, evangelism, etc. *A letter from your ministry leader indicating the number of years of service is required prior to receiving credit.*

4. Christian Library (maximum of 6 credit hours): Virginia Christian College will grant 1 credit hour for every five books read (books must have a strong level of scholarship to qualify). *You must list all books and be prepared to discuss 1 or more of them during the admissions interview.*

Transfer Courses: Students must normally have earned a grade of C or better (2.0 on a 4.0 scale) in order to be eligible to transfer a course from another institution to Virginia Christian College. Transferability of credits earned at this institution is at the discretion of the receiving institution.

General Education Requirements

Virginia Christian College does not offer general education courses. Therefore, a minimum of 36 semester hours must be transferred in from a previous post-secondary institution, or by enrolling at an institution of choice during or after matriculating at VCC. The required general education courses are as follows: English Composition [6], Behavioral/Social Sciences [6], History [6], Natural Sciences or Math [6], Humanities [9] (such disciplines as art, music, literature, foreign language, philosophy, religion, or writing), Oral Communication [3].

Courses/Electives

The following list of courses may be offered at any time during the student's course of study. Each course will be selected from one or more of the components and will fulfill the student's requirement for each learning component. Of the courses offered each semester students may select the course(s) for which they would like to register. There will be a number of electives (TBD) offered throughout the course of study. Those courses of comparable or greater academic rigor may be substituted for a required course.

Course Descriptions *(courses are listed by order of course number and not necessarily in the order of offerings)*

APOL 141 The Bible is God's Word This course focuses on understanding various perspectives of the Bible, how it was formed and the biblical worldview necessary to comprehend and communicate its message. Critical to these discoveries is the practical application in discipleship and personal spiritual growth.

APOL 241: Apologetics: A Reasonable Faith The word apologetics simply means defending your faith and is the word apologia taken from 1 Pet. 3:15. This course is designed to introduce students to a Christian worldview as seen in the unfolding nature of Scripture. It will address issues such as the existence of God, the problem of evil, the reliability of the Bible, the historical Jesus, Claims of Christ, creation-evolution, and other religions. This course will also highlight the apologetics of Jesus in defending the hope and faith in you.

APOL 440 Biblical Archaeology A study of the archaeological discoveries that confirm the historicity of the biblical events and people of the past. The course presents a short history of archaeology, outlining its characteristics and role in Christian apologetics as well as its limitations and methodological fallacies. Topics include the current state of Biblical archaeology and its historic development, as well as problems in deciphering texts and dating artifacts.

APOL 443 Evangelism This course focuses on the biblical mandate for evangelism, emphasizing the strategies (methods) needed to fulfill it. What are the biblical examples of winning souls? What principles can be applied to successful outreach? Both personal and group situations will be used. The course will also examine briefly on the meaning of biblical discipleship (follow-up).

BIB 112 Old Testament Survey This course provides a rich exposure to the Old Testament/Hebrew Bible. It provides a survey and introduction to the Pentateuch, the historical books along with the wisdom and prophetic books of the Old Testament.

BIB 113 New Testament Survey This course will provide a rich exposure to the New Testament Greek Bible. It provides a survey of the social, political, economic, and religious background of the New Testament, and then goes on to examine the various groups of New Testament books. Students will be provided an introduction to the principles of biblical criticism, the Synoptic problem, development of the New Testament Canon, transmission of New Testament literature, and translations into the English vernacular.

BIB 310 Introduction to Greek and Hebrew (formerly Introduction to Biblical Language) This course is divided into two sessions: Session I will focus on Greek, while Session II focuses on Hebrew. It is a preparatory course designed to

equip the student with the basic skills needed to study Biblical Hebrew and Koine Greek with emphasis on learning how to use commentaries, lexica, Bible software, and other languages. Furthermore, students will be introduced to the history, alphabets, grammatical terminology, and basic features of each Biblical language.

BIB 413 Biblical Interpretation This course will trace the history of hermeneutics, the different schools of thought, the methods of hermeneutics, and the basic principles of biblical interpretation. This course will also explore some contributions of major theologians, emphasize a biblical approach to modern hermeneutics, and discuss credible tools and resources necessary for sound biblical interpretation.

CAP 480 Capstone This course is the final course for bachelor's degree seeking students only & is a method of summative evaluation in which the student will be given an opportunity to demonstrate integrated knowledge and growth in the major. This course will assess a student's overall mastery of program and institutional objectives in the major, as well as the overall collegiate learning experience.

CC 150 Introduction to Psychology and Counseling This course is a study of the theories that have contributed to our understanding of human behavior. These theories will be compared to biblical teaching. How this discipline developed and what is its future. This course will serve as an overview of the major theories within psychology and will help you understand the basic principles of psychology by studying a variety of topics, including the brain, learning and memory, personality, social influence, child and lifespan development, and psychopathology.

CC 252 Biblical Counseling Foundations An introductory course in biblical counseling. The student will gain an understanding of counseling with a biblical foundation while being exposed to various techniques and theories of counseling. A foundation will be set for basic technique in counseling, ethics, referral training, and available

resources will be addressed. (*Prerequisite: CC 150*)

CC 354 Understanding Mental Illness: Clinical & Biblical Perspectives Mental illness is highly misunderstood amongst the church and world at large. This course offers an in-depth study of psychological disorders from both a biblical and scientific perspective, which will help students understand the etiology, types, and treatment of the various psychological disorders. It will tackle the issues of stigma and students will learn the skills to identify, understand, and respond to signs of mental illnesses and substance use disorders. Students will also be provided with helpful resources that provide more information to further their understanding of mental illness.

HIS 331 Christianity & Church History I This course examines the birth of Christianity, the roles played by major personalities (leaders) and events, movements and, ecclesiastical decisions, and controversies that helped shape church history from the Apostolic Period, early, medieval, and Protestant Reformation.

HIS 332 Christianity & Church History II This course examines Christianity, the roles played by major personalities (leaders) and events, movements and, ecclesiastical decisions, and controversies that helped shape church history from the Protestant Reformation to Modern Day.

LD 260 Principles of Effective Leadership What are the qualities that make a leader effective? What are the prominent theories of leadership? Students will study leadership principles needed to be an effective 21st Century Leader.

LD 262 You and Your Personality What are the four major categories of human personality and how do they overlap? How can an understanding of personality types affect our interaction with each other? How do the 12 Apostles of Christ display these characteristics, and what lessons can be learned from Christ who taught them?

LD 364 Paradigms of Servant Leadership Study of how biblical submission and authority

are essential to successful development and transformation as a servant leader in the Body of Christ. Students will examine scriptural examples from the lives of biblical giants such as Moses, David, Paul and others.

LD 460 Leadership and Management Principles Study of the leadership and management lessons exemplified through the biblical and world leaders. Students will learn vision, action and skills that can be used to enhance their leadership roles. Emphasis will be placed on encouraging the learner to lead ethical lives, support for those who have failed, while challenging others to reach their potential.

LD 463 Financial Stewardship How can one achieve financial freedom? What is stewardship? What is the principle of tithing and how does that relate to the new covenant? What is generosity? How can one guard against greed and overcome materialism? What is God's purpose as it relates to prosperity and responsibilities toward the poor? How can one legitimately increase money? What is the difference between saving and hording? What about investments, gambling, insurance, retirement's plans, etc.? What perspective should Christians have toward money and possessions?

LD 468 The Leader's Journey Study of how God takes individuals on a leadership journey to their predestined place. Students will learn important markers of where they are as a leader in the process of development. Emphasis will be placed on how to recognize and respond to God's providential shaping in the student's life as well as being able to identify and direct the development of future leaders.

SF 271 Spiritual Formation Study of the dynamics of personal and spiritual growth as understood in the Christian tradition. Practical tools, in combination with historical perspective, provide the backdrop for self-exploration and spiritual development within students.

THEO 221 Introduction to Christian Theology The purpose of this course is to introduce the student to Christian theology. It begins with a study of the nature and necessity of doing theology in the contemporary world with primary attention given to the authority of God's self-disclosure in the Holy Scriptures. The subject matter will also examine the nature and revelation of the Triune God who has made Himself known to us, especially focusing on God's action in creation and providence.

THEO 322 Doctrine & Attributes of God This is a study of the nature and character of God presented from a Christian understanding of Him based on Scripture and the historical tradition. It is based on the premise that the more we know and understand God through a careful study of His Word, the greater will be our personal commitment to maintain a right relationship with Him. Not only does this course expound upon the evidence for God's existence, it also translates knowledge into personal application as students discover their relatability to a Holy God.

THEO 421 Doctrine of Salvation An examination of Salvation and other related doctrines, including, forgiveness, preservation, perfection, adoption, sanctification, glorification, suffering, salvation for the Jews, National Israel, Spiritual Israel, the Gentiles, judgment, self-judgment and glorification.

THEO 424 Apocalyptic Studies Study will be made of prophetic themes, such as the Rapture, the Tribulation Period, the Judgment Seat of Christ, the career of the Anti-Christ, signs of the end-time, Daniel's eschatological visions, the Battle of Armageddon, The Second Coming of Christ, The Millennial Reign of Christ, and much more. Various views will be considered.

GRADUATE PROGRAMS

Virginia Christian College offers a unique program of study for certificate and degree seeking graduate students. The program equips students for effective Christian ministry and leadership in the home, church, and in the marketplace. Both the master's and doctoral program have focus areas for a more concentrated course of study based on the student's interest and goals. Students will be challenged to think critically and reflectively about the implications of biblical interpretation and theology for life and ministry while developing a growing sense of spiritual formation, leadership, and an active involvement in Christian servanthood.

Graduate Certificate in Ministry

The Graduate Certificate in Ministry program is a 1-year program that offers a holistic and advanced understanding of biblical concepts, principles, history, and methods of the theological disciplines for use in a variety of ministries and/or vocations. This certificate program helps prepare individuals for a career in church ministry and/or in the marketplace. This program is also designed to accommodate the working student and provides a flexible course of study for those individuals who desire to gain a deeper understanding of biblical and theological principles, but not necessarily aspire to obtain a degree program. Specifically, this program is for:

- Individuals who desire a short-term program of studies to equip them for effective ministry in the local church or elsewhere and/or vocational endeavors.
- Individuals who wish to begin ministry studies on a trial basis to help them determine if they desire to pursue a degree program. Earned credits can be applied to the graduate degree program.
- Those who intend to enter a professional ministry are encouraged to apply for admission to the graduate degree program (if eligible).

Admission Requirements

- Must possess a Bachelor's Degree in any field
- Complete application
- Essay addressing reason for applying for admissions, ministry and/or leadership experience, and future goals
- One (1) Reference Letter from your Pastor or spiritual leader

Program Learning Outcomes

Through the infusion of the 7 Core Competencies, each student is expected to:

- **PLO 1:** Demonstrate an advanced ability to interpret the Bible.
- **PLO 2:** Integrate biblical, historical, and theological perspectives into an effective strategy for responding to challenges in church and marketplace.
- **PLO3**: Explore correlates of human development and functioning through biblical and psychological perspectives.
- **PLO 4:** Demonstrate an advanced level of effective oral and written communication skills and to formulate and discuss ideas logically and critically.
- **PLO 5:** Analyze seminal texts, discerning and effectively communicating the importance and quality of the arguments therein in light of related literary, historical, cultural, ecclesial, and global contexts.
- **PLO 6:** Demonstrate an ability to integrate and defend Biblical truth through correlates of theology, while critically evaluating the range of alternate views and perspectives.
- **PLO 7:** Demonstrate Christian leadership skills which integrate faith and practice
- **PLO 8:** Develop and implement a personal plan of spiritual formation involving the practice of spiritual disciplines.

Degree Requirements

- Complete a minimum of 18 semester credit hours
- A 3.0 cumulative grade point average and a passing grade in all required courses.
- At least 9 semester credit hours must be earned at Virginia Christian College.
- Complete the general graduation requirements listed below.
- Meet course requirements in the following areas:

Course (Credits)
- Hermeneutic Core for all Tracks (9)
    - BIB 511 Reading and Interpreting the Old Testament

        or

        BIB 512 Reading and Interpreting the New Testament
    - THEO 621 Systematic Theology

        or

HT 531 Historical Theology I
or
HT 532 Historical Theology II
- SF 571 Spiritual Formation
- Ministry Practices (9)
  - APOL 541 Christian Apologetics and Evangelism
  - CC 551 Counseling & Christian Thought
  - LD 561 Leadership in the 21st Century

Total = 18 Credits

Transfer Credits

Life Experience cannot contribute toward a graduate level work, but transference of up to 9 comparable credit hours from previous learning institutions can be applied. Students must normally have earned a grade of B or better (3.0 on a 4.0 scale) in order to be eligible to transfer a course from another institution to Virginia Christian College. Transferability of credits earned at this institution is at the discretion of the receiving institution. Consult the Office of Academic Affairs for further information.

Courses

The following list of courses may be offered at any time during the student's course of study. Each course will be selected from one or more of the components and will fulfill the student's requirement for each learning component. Of the courses offered each semester students may select the course(s) for which they would like to register. Courses of comparable or greater academic rigor may be substituted for a required course, but this is subject the approval of the Program Director.

Course Descriptions *(courses are listed by order of course number and not necessarily in the order of offerings)*

APOL 541 Christian Apologetics and Evangelism This course will examine the various apologetics methodologies, theologies, and the deity and authority of Christ and the Holy Scriptures. Students will be challenged to explore

their own belief system and be enabled to competently defend and share their faith to those with differing theologies.

BIB 511 Reading and Interpreting the Old Testament This course will focus on literary, narrative, and inductive reading and interpretation of the Old Testament. Students will be expected to read and interpret the Old Testament with attention to its different literary genres. A brief introduction to the history of hermeneutics will be included in the course. Students will demonstrate skills for public reading and inductive interpretation of selected portions of the Old Testament Scriptures.

BIB 512 Reading and Interpreting the New Testament This course focuses on literary, narrative, and inductive reading and interpretation of the New Testament. Students will be expected to read and interpret the New Testament with an understanding of its different types of literature. Exploration of the influences that inform Scripture reading and interpretation will be included in the course. Students will demonstrate the skills for public reading, inductive interpretation, and sermon/lesson preparation of selected portions of the New Testament.

CC 551 Counseling & Christian Thought A course intended to provide the student with Christian theological foundations for counseling, including an understanding of how spirituality, religion, and psychology intersect. Special attention will be given to understanding mental illness and psychological disorders from both a biblical and clinical perspective, which will help students understand the etiology, types, and treatment of the various psychological disorders. It will tackle the issues of stigma and students will learn the skills to identify, understand, and respond to signs of mental illnesses and substance use disorders.

HT 531 Historical Theology I This course examines the historical development of the Christian movement from the Early Church to the Reformation. Attention will be given to key theological controversies and developments,

church and state relationships, influential persons, and significant movements for reform and renewal. Christian responses and engagement with different religious traditions and cultures will be considered.

HT 532 Historical Theology II This course provides a survey from the Protestant Reformation to the 20th Century. Study will examine the people, major events, and theological debates that have shaped Protestantism, Catholicism, and Orthodoxy. From Martin Luther to the growth of today's church in Africa, Asia, and South America. Special emphasis will be placed on the role of the church vis-à-vis, World War II, the fall of the Soviet Union and the return of the Russian. Orthodox Church; Africa-American, Pentecostalism, and Third-World theologies will also be examined.

LD 561 Leadership in the 21st Century This course will help students assess and apply the prominent theories of leadership. Through the examination of historical leadership profiles, students will assess the pitfalls a leader faces and develop their own personal leadership philosophy.

SF 571 Spiritual Formation Focuses on biblical, theological, historical, psychological, and practical aspects of formation for spiritual leadership. Examines paradigms, practices, and literature for holistic spiritual development. Participants are guided in developing their personal plan for continuing spiritual leadership formation.

THEO 621 Systematic Theology This course examines the theological loci from within a biblical narrative approach to theology. Topics covered include Scripture and Authority, Creation, Sin, God's Covenants, Christology, Ecclesiology, Soteriology, and Eschatology. Special attention is given to the importance of the significance of the Holy Spirit for theology, ministry, and life.

Master of Ministry

The Master of Ministry (M.Min) degree program is a 2-year program that offers a holistic and advanced understanding of biblical concepts, principles, history, and methods of the theological disciplines for use in a variety of ministries and/or vocations. This program prepares individuals for a career in church ministry and/or in the marketplace.

Admission Requirements

- Must possess a bachelor's degree or higher
- Complete application
- Essay addressing reason for applying for admissions, ministry and/or leadership experience, and future goals
- 1 Reference Letter from your Pastor or spiritual leader

Program Learning Outcomes

Through the infusion of the 7 Core Competencies, each student is expected to:

- **PLO 1:** Demonstrate an advanced ability to interpret the Bible.
- **PLO 2:** Integrate biblical, historical, and theological perspectives into an effective strategy for responding to challenges in church and marketplace.
- **PLO3**: Demonstrate an advanced holistic understanding of humanity (spiritual, psychological, social, emotional, and behavioral), interpersonal dynamics, and family systems.
- **PLO 4:** Demonstrate an advanced level of effective oral and written communication skills and to formulate and discuss ideas logically and critically.
- **PLO 5:** Analyze seminal texts, discerning and effectively communicating the importance and quality of the arguments therein in light of related literary, historical, cultural, ecclesial, and global contexts.
- **PLO 6:** Demonstrate an ability to integrate and defend Biblical truth through correlates

of theology, while critically evaluating the range of alternate views and perspectives.
- **PLO 7:** Demonstrate Christian leadership skills which integrate faith and practice
- **PLO 8:** Develop and implement a personal plan of spiritual formation involving the practice of spiritual disciplines.
- **PLO 9:** Design and implement a well-researched ministry program and intervention and communicate its results and insights for the benefit of others.

Degree Requirements

- Complete a minimum of 36 semester credit hours
- A 3.0 cumulative grade point average and a passing grade in all required courses.
- At least 21 semester credit hours for General Track and all concentrated area courses must be earned at Virginia Christian College.
- Complete the general graduation requirements listed below.
- Meet course requirements in the following areas:

Course (Credits)
- Hermeneutic Core for all Tracks (18)
    - BIB 511 Reading and Interpreting the Old Testament
    - BIB 512 Reading and Interpreting the New Testament
    - THEO 621 Systematic Theology
    - HT 531 Historical Theology I
    - HT 532 Historical Theology II
    - SF 571 Spiritual Formation
- Ministry Practices (15)
    - APOL 541 Christian Apologetics and Evangelism
    - CC 551 Counseling & Christian Thought
    - CC 653 Marriage and Family
    - LD 561 Leadership in the 21st Century
    - LD 660 Personal and Social Ethics in Christian Leadership
- INT 780 Integrative Research Project (3)

Total = 36 Credits

Transfer Credits

Life Experience cannot contribute toward a degree, but transference of up to 15 comparable credit hours from previous learning institutions can be applied. Students must normally have earned a grade of B or better (3.0 on a 4.0 scale) in order to be eligible to transfer a course from another institution to Virginia Christian College. Transferability of credits earned at this institution is at the discretion of the receiving institution. Consult the Office of Academic Affairs for further information.

Graduation Requirements

Candidates for the degree are required to complete all course work at a B grade level or higher. Students must also satisfactorily complete a thesis designing and completion of a project or thesis that supports the program outcomes, reflects theological understanding, sensitivity to social pathology and resources, and the capacity to integrate theory and practice at a high level of excellence.

Courses

The following list of courses may be offered at any time during the student's course of study. Each course will be selected from one or more of the components and will fulfill the student's requirement for each learning component. Of the courses offered each semester students may select the course(s) for which they would like to register. Courses of comparable or greater academic rigor may be substituted for a required course, but this is subject the approval of the Program Director.

Course Descriptions *(courses are listed by order of course number and not necessarily in the order of offerings)*

APOL 541 Christian Apologetics and Evangelism This course will examine the various apologetics methodologies, theologies, and the deity and authority of Christ and the Holy Scriptures. Students will be challenged to explore their own belief system and be enabled to competently defend and share their faith to those with differing theologies.

BIB 511 Reading and Interpreting the Old Testament This course will focus on literary, narrative, and inductive reading and interpretation of the Old Testament. Students will be expected to read and interpret the Old Testament with attention to its different literary genres. A brief introduction to the history of hermeneutics will be included in the course. Students will demonstrate skills for public reading and inductive interpretation of selected portions of the Old Testament Scriptures.

BIB 512 Reading and Interpreting the New Testament This course focuses on literary, narrative, and inductive reading and interpretation of the New Testament. Students will be expected to read and interpret the New Testament with an understanding of its different types of literature. Exploration of the influences that inform Scripture reading and interpretation will be included in the course. Students will demonstrate the skills for public reading, inductive interpretation, and sermon/lesson preparation of selected portions of the New Testament.

CC 551 Counseling & Christian Thought A course intended to provide the student with Christian theological foundations for counseling, including an understanding of how spirituality, religion, and psychology intersect. Special attention will be given to understanding mental illness and psychological disorders from both a biblical and clinical perspective, which will help students understand the etiology, types, and treatment of the various psychological disorders. It will tackle the issues of stigma and students will learn the skills to identify, understand, and respond to signs of mental illnesses and substance use disorders.

CC 653 Marriage and Family Attention will be placed on the Biblical basis of marriage and family and analyzing aspects of contemporary family and marriage relationships. Students will examine such topics as systems theory, the psychological bonds that shape families,

developmental stages of the family and marital life cycle, communication, and conflict resolution from a Scriptural and systems perspective.

HT 531 Historical Theology I This course examines the historical development of the Christian movement from the Early Church to the Reformation. Attention will be given to key theological controversies and developments, church and state relationships, influential persons, and significant movements for reform and renewal. Christian responses and engagement with different religious traditions and cultures will be considered.

HT 532 Historical Theology II This course provides a survey from the Protestant Reformation to the 20th Century. Study will examine the people, major events, and theological debates that have shaped Protestantism, Catholicism, and Orthodoxy. From Martin Luther to the growth of today's church in Africa, Asia, and South America. Special emphasis will be placed on the role of the church vis-à-vis, World War II, the fall of the Soviet Union and the return of the Russian. Orthodox Church; Africa-American, Pentecostalism, and Third-World theologies will also be examined.

INT 780 Integrative Research Project This is the final course for master's degree-seeking students and provides an opportunity for students to practice ministry in the different areas of their concentrations. While engaged in 90-clock hours of activity, students will participate in bi-weekly discussion board sessions designed to assist them in reflection and eventual submission of a thesis or research project paper demonstrating achievement of the learning outcomes negotiated for their experience. Students will submit a 20-25-page paper based on their experience at the end of the course and before graduation. Project work will generally be completed in the student's second year. *Examples of projects include Supportive Care or Counseling, Ministry, or Bible Curriculum Development, or Research.*

LD 561 Leadership in the 21st Century This course will help students assess and apply the prominent theories of leadership. Through the examination of historical leadership profiles, students will assess the pitfalls a leader faces and develop their own personal leadership philosophy.

LD 660 Personal and Social Ethics in Christian Leadership A study of leadership ethics with a goal to equip students with conceptual resources for clarifying moral responsibility in the practice of ministry and/or the workplace. This course will examine: (1) the foundations of Christian Ethics; (2) contexts of contemporary ethical choices; (3) methods of moral decision-making; (4) the relationship of biblically informed norms, values and virtues to culture and society, (5) the Church's role therein; and (6) the application of the above in selected specific spheres.

SF 571 Spiritual Formation Focuses on biblical, theological, historical, and practical aspects of formation for spiritual leadership. Examines paradigms, practices, and literature for holistic spiritual development. Participants are guided in developing their personal plan for continuing spiritual leadership formation.

THEO 621 Systematic Theology This course examines the theological loci from within a biblical narrative approach to theology Topics covered include Scripture and Authority, Creation, Sin, God's Covenants, Christology, Ecclesiology, Soteriology, and Eschatology. Special attention is given to the importance of the significance of the Holy Spirit for theology, ministry, and life.

Master of Ministry with a Concentration in Biblical Studies

The Master of Ministry (M.Min) Degree with a Concentration in Biblical Studies is a 2 & 1/2-year program enabling students to develop their knowledge and understanding of the Bible, develop their ability to apply the Bible to life, and develop their ministerial identity and skills. This program prepares individuals for a career in church ministry and/or in the marketplace.

Admission Requirements

- Must possess a Bachelor's Degree
- Complete application
- Essay addressing reason for applying for admissions, ministry and/or leadership experience, and future goals
- 1 Reference Letter from your Pastor or spiritual leader

Program Learning Outcomes

Through the infusion of the 7 Core Competencies, each student is expected to:

- **PLO 1:** Demonstrate an advanced ability to interpret the Bible.
- **PLO 2:** Integrate biblical, historical, and theological perspectives into an effective strategy for responding to challenges in church and marketplace.
- **PLO 3:** Demonstrate an ability to use appropriate hermeneutical methods in the interpretation of scripture.
- **PLO 4:** Employ the necessary research tools, skills, and various methods for interpreting the Bible and applying its message.
- **PLO 5:** Demonstrate a knowledge of the literary genres of the Bible and the rules for their interpretation in the church or marketplace.
- **PLO 6:** Identify key scriptural themes and emphases of the books of the Bible, their historical background, and their application to contemporary contexts.
- **PLO 7:** Demonstrate an advanced holistic understanding of humanity (spiritual, psychological, social, emotional, and behavioral), interpersonal dynamics, and family systems.
- **PLO 8:** Demonstrate an advanced level of effective oral and written communication skills and to formulate and discuss ideas logically and critically.
- **PLO 9:** Analyze seminal texts, discerning and effectively communicating the importance and quality of the arguments therein in light of related literary, historical, cultural, ecclesial, and global contexts.
- **PLO 10:** Demonstrate an ability to integrate and defend Biblical truth through correlates of theology, while critically evaluating the range of alternate views and perspectives.
- **PLO 11:** Demonstrate Christian leadership skills which integrate faith and practice.
- **PLO 12:** Develop and implement a personal plan of spiritual formation involving the practice of spiritual disciplines.
- **PLO 13:** Design and implement a well-researched ministry program and intervention and communicate its results and insights for the benefit of others.

Degree Requirements

- Complete a minimum of 42 semester credit hours
- A 3.0 cumulative grade point average and a passing grade in all required courses.
- At least 27 semester credit hours for General Track and all concentrated area courses must be earned at Virginia Christian College.
- Complete the general graduation requirements listed below.
- Meet course requirements in the following areas:

Course (Credits)

- Hermeneutic Core (18)
  - BIB 511 Reading and Interpreting the Old Testament
  - BIB 512 Reading and Interpreting the New Testament

- - THEO 621 Systematic Theology
  - HT 531 Historical Theology I
  - HT 532 Historical Theology II
  - SF 571 Spiritual Formation
- Ministry Practices (9)
  - CC 551 Counseling & Christian Thought
  - LD 561 Leadership in the 21st Century
  - APOL 541 Christian Apologetics and Evangelism
- Concentration (12)
  - BIB 611 The Prophetic Imagination in Scripture
  - BIB 615 Biblical Narratives and Characters
  - BIB 617 Kingdom Teaching: Parables, The Sermon on the Mount, and The Revelation
  - BIB 619 Spirit Empowerment in Luke-Acts
- INT 780 Integrative Research Project (3)

Total = 42 Credits

Transfer Credits

Life Experience cannot contribute toward a degree, but transference of up to 15 comparable credit hours from previous learning institutions can be applied. Students must normally have earned a grade of B or better (3.0 on a 4.0 scale) in order to be eligible to transfer a course from another institution to Virginia Christian College. Transferability of credits earned at this institution is at the discretion of the receiving institution. Consult the Office of Academic Affairs for further information.

Graduation Requirements

Candidates for the degree are required to complete all course work at a B grade level or higher. Students must also satisfactorily complete a thesis designing and completion of a project or thesis that supports the program outcomes, reflects theological understanding, sensitivity to social pathology and resources, and the capacity to integrate theory and practice at a high level of excellence.

Courses

The following list of courses may be offered at any time during the student's course of study. Each course will be selected from one or more of the components and will fulfill the student's requirement for each learning component. Of the courses offered each semester students may select the course(s) for which they would like to register. Courses of comparable or greater academic rigor may be substituted for a required course, but this is subject the approval of the Program Director.

Course Descriptions *(courses are listed by order of course number and not necessarily in the order of offerings)*

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BIB 511 Reading and Interpreting the Old Testament This course will focus on literary, narrative, and inductive reading and interpretation of the Old Testament. Students will be expected to read and interpret the Old Testament with attention to its different literary genres. A brief introduction to the history of hermeneutics will be included in the course. Students will demonstrate skills for public reading and inductive interpretation of selected portions of the Old Testament Scriptures.

BIB 512 Reading and Interpreting the New Testament This course focuses on literary, narrative, and inductive reading and interpretation of the New Testament. Students will be expected to read and interpret the New Testament with an understanding of its different types of literature. Exploration of the influences that inform Scripture reading and interpretation will be included in the course. Students will demonstrate the skills for public reading, inductive interpretation, and sermon/lesson

preparation of selected portions of the New Testament.

BIB 611 The Prophetic Imagination in Scripture Based on the groundbreaking biblical scholarship of Walter Brueggemann, the course will examine the presence and role of the "prophetic imagination" in the life of Moses, the Prophets, and in the teaching and ministry of Jesus. How the scriptural prophetic vision embraces pain and suffering while offering ultimate hope and redemption will be evident. Students will be guided in identifying the ministry practice implications of a "prophetic imagination."

BIB 615 Biblical Narratives and Characters This course will examine various biblical stories — Creation/Fall, Call of Abram, Exodus, Exile, Restoration, Advent of Christ, Church in Acts — and the key characters of those stories to discern how God works through the lives of persons in judgment, redemption, restoration, and renewal. Students will be guided in literary analysis of the narratives and correlation of themes and experiences with personal and societal/cultural realities.

BIB 617 Kingdom Teaching: Parables, The Sermon on the Mount, and The Revelation This course will approach study of the parables of Jesus, the Sermon on the Mount, and the book of Revelation with a kingdom or eschatological lens. Students will be guided in conducting inductive study of these New Testament Scriptures to develop interpretive/hermeneutical skill and understanding of the kingdom theology of Jesus.

BIB 619 Spirit Empowerment in Luke-Acts Luke-Acts will be studied as a two-part unity revealing the charismatic theology of Luke. Particular attention will be given to how Pentecostals, Charismatics, and Renewalists have interpreted these books. A narrative interpretive model will be followed to surface the key features of theology of the Holy Spirit and its relationship to the ministry of Jesus and the Early Church to the outcasts, poor, women, and those hostile to the Gospel. Each student will develop a theology of the Spirit based on their study of

Luke-Acts and produce a sermon or lesson based in their conclusions.

CC 551 Counseling & Christian Thought A course intended to provide the student with Christian theological foundations for counseling, including an understanding of how spirituality, religion, and psychology intersect. Special attention will be given to understanding mental illness and psychological disorders from both a biblical and clinical perspective, which will help students understand the etiology, types, and treatment of the various psychological disorders. It will tackle the issues of stigma and students will learn the skills to identify, understand, and respond to signs of mental illnesses and substance use disorders.

HT 531 Historical Theology I This course examines the historical development of the Christian movement from the Early Church to the Reformation. Attention will be given to key theological controversies and developments, church and state relationships, influential persons, and significant movements for reform and renewal. Christian responses and engagement with different religious traditions and cultures will be considered.

HT 532 Historical Theology II This course provides a survey from the Protestant Reformation to the 20th Century. Study will examine the people, major events, and theological debates that have shaped Protestantism, Catholicism, and Orthodoxy. From Martin Luther to the growth of today's church in Africa, Asia, and South America. Special emphasis will be placed on the role of the church vis-à-vis, World War II, the fall of the Soviet Union and the return of the Russian. Orthodox Church; Africa-American, Pentecostalism, and Third-World theologies will also be examined.

INT 780 Integrative Research Project This is the final course for master's degree-seeking students and provides an opportunity for students to practice ministry in the different areas of their concentrations. While engaged in 90-clock hours of activity, students will participate in bi-weekly discussion board sessions designed to assist

them in reflection and eventual submission of a thesis or research project paper demonstrating achievement of the learning outcomes negotiated for their experience. Students will submit a 20-25-page paper based on their experience at the end of the course and before graduation. Project work will generally be completed in the student's second year. Examples of projects include *Bible Teaching; Curriculum Development Project.*

LD 561 Leadership in the 21st Century This course will help students assess and apply the prominent theories of leadership. Through the examination of historical leadership profiles, students will assess the pitfalls a leader faces and develop their own personal leadership philosophy.

SF 571 Spiritual Formation Focuses on biblical, theological, historical, and practical aspects of formation for spiritual leadership. Examines paradigms, practices, and literature for holistic spiritual development. Participants are guided in developing their personal plan for continuing spiritual leadership formation.

THEO 621 Systematic Theology This course examines the theological loci from within a biblical narrative approach to theology Topics covered include Scripture and Authority, Creation, Sin, God's Covenants, Christology, Ecclesiology, Soteriology, and Eschatology. Special attention is given to the importance of the significance of the Holy Spirit for theology, ministry, and life.

Master of Ministry with a Concentration in Leadership

Master of Ministry (M.Min) with a Concentration in Leadership is a 2 & 1/2-year program that provides a comprehensive analysis of leadership principles and theory. Students will assess and develop their own leadership skills and learn to recognize the elements of successful leadership from both a modern and historical perspective.

Admission Requirements

- Must possess a Bachelor's Degree
- Complete application
- Essay addressing reason for applying for admissions, ministry and/or leadership experience, and future goals
- One (1) Reference Letter from your Pastor or spiritual leader

Program Learning Outcomes

Through the infusion of the 7 Core Competencies, each student is expected to:

- **PLO 1:** Demonstrate an advanced ability to interpret the Bible
- **PLO 2:** Integrate biblical, historical, and theological perspectives into an effective strategy for responding to challenges in church and marketplace.
- **PLO 3**: Demonstrate a holistic understanding of humanity from a biblical, psychological, social, emotional, and behavioral perspective.
- **PLO 4:** Demonstrate an advanced level of effective oral and written communication skills and to formulate and discuss ideas logically and critically.
- **PLO 5:** Analyze seminal texts, discerning and effectively communicating the importance and quality of the arguments therein in light of related literary, historical, cultural, ecclesial, and global contexts.
- **PLO 6:** Demonstrate an ability to integrate and defend Biblical truth through correlates of theology, while critically evaluating the range of alternate views and perspectives.
- **PLO 7:** Demonstrate Christian leadership skills which integrate faith and practice.
- **PLO 8:** Communicate effectively and sensitively with persons of diverse cultural, ethnic, religious, racial, and social backgrounds
- **PLO 9:** Demonstrate collaborative and participatory group leadership and decision-making skills Articulate a personal call for their anticipated leadership ministry and context
- **PLO 10:** Identify different models of formational leadership and care for churches, communities, and organizations
- **PLO 11:** Design a strategy for developing the capacities of others for personal well-being and effective vocation
- **PLO 12:** Develop and implement a personal plan of spiritual formation involving the practice of spiritual disciplines.
- **PLO 13:** Design and implement a well-researched ministry program and intervention and communicate its results and insights for the benefit of others.

Degree Requirements

- Complete a minimum of 42 semester credit hours
- A 3.0 cumulative grade point average and a passing grade in all required courses.
- At least 27 semester credit hours must be earned at Virginia Christian College.
- Complete the general graduation requirements listed below.
- Meet course requirements in the following areas:

Course (Credit Hour)
- Hermeneutic Core for all Tracks (18)
  - BIB 511 Reading and Interpreting the Old Testament
  - BIB 512 Reading and Interpreting the New Testament
  - THEO 621 Systematic Theology
  - HT 531 Historical Theology I
  - HT 532 Historical Theology II
  - SF 571 Spiritual Formation

- Ministry Practices (9)
  - CC 551 Counseling & Christian Though
  - LD 561 Leadership in the 21st Century
  - APOL 541 Christian Apologetics and Evangelism
- Concentration (12)
  - LD 660 Personal and Social Ethics in Christian Leadership
  - LD 662 Communicating as a Leader
  - LD 665 The Art of Ministry
  - LD 667 Formational Leadership and Pastoral Care
- INT 780 Integrative Research Project (3)

Total = 42 Credits

Transfer Credits

Life Experience cannot contribute toward a degree, but transference of up to 15 comparable credit hours from previous learning institutions can be applied. Students must normally have earned a grade of B or better (3.0 on a 4.0 scale) in order to be eligible to transfer a course from another institution to Virginia Christian College. Transferability of credits earned at this institution is at the discretion of the receiving institution. Consult the Office of Academic Affairs for further information.

Graduation Requirements

Candidates for the degree are required to complete all course work at a B grade level or higher. Students must also satisfactorily complete a thesis designing and completion of a project or thesis that supports the program outcomes, reflects theological understanding, sensitivity to social pathology and resources, and the capacity to integrate theory and practice at a high level of excellence.

Courses

The following list of courses may be offered at any time during the student's course of study. Each course will be selected from one or more of the components and will fulfill the student's requirement for each learning component. Of the courses offered each semester students may select the course(s) for which they would like to register. Courses of comparable or greater academic rigor may be substituted for a required course, but this is subject the approval of the Program Director.

Course Descriptions *(courses are listed by order of course number and not necessarily in the order of offerings)*

APOL 541 Christian Apologetics and Evangelism This course will examine the various apologetics methodologies, theologies, and the deity and authority of Christ and the Holy Scriptures. Students will be challenged to explore their own belief system and be enabled to competently defend and share their faith to those with differing theologies.

BIB 511 Reading and Interpreting the Old Testament This course will focus on literary, narrative, and inductive reading and interpretation of the Old Testament. Students will be expected to read and interpret the Old Testament with attention to its different literary genres. A brief introduction to the history of hermeneutics will be included in the course. Students will demonstrate skills for public reading and inductive interpretation of selected portions of the Old Testament Scriptures.

BIB 512 Reading and Interpreting the New Testament This course focuses on literary, narrative, and inductive reading and interpretation of the New Testament. Students will be expected to read and interpret the New Testament with an understanding of its different types of literature. Exploration of the influences that inform Scripture reading and interpretation will be included in the course. Students will demonstrate the skills for public reading, inductive interpretation, and sermon/lesson preparation of selected portions of the New Testament.

CC 551 Counseling & Christian Thought A course intended to provide the student with Christian theological foundations for counseling, including an understanding of how spirituality, religion, and psychology intersect. Special

attention will be given to understanding mental illness and psychological disorders from both a biblical and clinical perspective, which will help students understand the etiology, types, and treatment of the various psychological disorders. It will tackle the issues of stigma and students will learn the skills to identify, understand, and respond to signs of mental illnesses and substance use disorders.

HT 531 Historical Theology I This course examines the historical development of the Christian movement from the Early Church to the Reformation. Attention will be given to key theological controversies and developments, church and state relationships, influential persons, and significant movements for reform and renewal. Christian responses and engagement with different religious traditions and cultures will be considered.

HT 532 Historical Theology II This course provides a survey from the Protestant Reformation to the 20th Century. Study will examine the people, major events, and theological debates that have shaped Protestantism, Catholicism, and Orthodoxy. From Martin Luther to the growth of today's church in Africa, Asia, and South America. Special emphasis will be placed on the role of the church vis-à-vis, World War II, the fall of the Soviet Union and the return of the Russian. Orthodox Church; Africa-American, Pentecostalism, and Third-World theologies will also be examined.

INT 780 Integrative Research Project This is the final course for master's degree-seeking students and provides an opportunity for students to practice ministry in the different areas of their concentrations. While engaged in 90-clock hours of activity, students will participate in bi-weekly discussion board sessions designed to assist them in reflection and eventual submission of a thesis or research project paper demonstrating achievement of the learning outcomes negotiated for their experience. Students will submit a 20-25-page paper based on their experience at the end of the course and before graduation. Project work will generally be completed in the student's second year. *Examples of projects are as listed:*

Church/Community Leadership or CPE Project/Thesis.

LD 561 Leadership in the 21st Century This course will help students assess and apply the prominent theories of leadership. Through the examination of historical leadership profiles, students will assess the pitfalls a leader faces and develop their own personal leadership philosophy.

LD 660 Personal and Social Ethics in Christian Leadership A study of leadership ethics with a goal to equip students with conceptual resources for clarifying moral responsibility in the practice of ministry and/or the workplace. This course will examine: (1) the foundations of Christian Ethics; (2) contexts of contemporary ethical choices; (3) methods of moral decision-making; (4) the relationship of biblically informed norms, values and virtues to culture and society, (5) the Church's role therein; and (6) the application of the above in selected specific spheres.

LD 662 Communicating as a Leader A course designed to help students learn to communicate clearly and persuasively, inspiring action. They learn how to tailor communications to diverse audiences, logically and critically construct communications, connect authentically with their audience through their unique leadership style, and create compelling, high-impact presentations and correspondence.

LD 665 The Art of Ministry Ministry is more than a job or a career. It is a vocation in which persons respond to a call to participate with others in God's work. To respond to the call of ministry is not simply to learn particular skills and practices, but is rather a larger undertaking, in which a person cultivates an identity as a minister. Ministry, then, is both a kind of work and a way of being in the world. This seminar-style course will have several guest lecturers and make space for students to discern and explore their calling to this work, to consider who are as persons called to ministry, and to learn the soft side of the ministry practice.

LD 667 Formational Leadership and Pastoral Care Leadership for formation of persons, churches, and communities for health and human flourishing will be examined in this course. Strategies and models of formational leadership and pastoral care that sustain and extend the compassion of Christ outside the faith community will be proposed. Students will design a personal strategy for forming and expressing pastoral care to others in collaboration with other leaders and believers.

SF 571 Spiritual Formation Focuses on biblical, theological, historical, and practical aspects of formation for spiritual leadership. Examines paradigms, practices, and literature for holistic spiritual development. Participants are guided in developing their personal plan for continuing spiritual leadership formation.

THEO 621 Systematic Theology This course examines the theological loci from within a biblical narrative approach to theology Topics covered include Scripture and Authority, Creation, Sin, God's Covenants, Christology, Ecclesiology, Soteriology, and Eschatology. Special attention is given to the importance of the significance of the Holy Spirit for theology, ministry, and life.

Master of Ministry with a Concentration in Care and Counseling

The Master of Ministry (M.Min) Degree with a Concentration in Care and Counseling is a 2 1/2-year program offers specialized training to prepare students for the ministry of lay counseling. The degree offers a firm foundation of theoretical and practical preparation for counseling itself, with a strategic array of classes in the most pressing issues of biblical church-based counseling.

Admission Requirements

- Must possess a bachelor's degree
- Complete application
- Essay addressing reason for applying for admissions, ministry and/or leadership experience, and future goals
- One (1) Reference Letter from your Pastor or spiritual leader.

Program Learning Outcomes

Through the infusion of the 7 Core Competencies, each student is expected to:

- **PLO 1:** Demonstrate an advanced ability to interpret the Bible.
- **PLO 2:** Integrate biblical, historical, and theological perspectives into an effective strategy for responding to challenges in church and marketplace.
- **PLO3**: Demonstrate a holistic understanding of humanity from a biblical, psychological, social, emotional, and behavioral perspective.
- **PLO 4:** Demonstrate an understanding of mental illness and addictions from a biological, environmental, and biblical perspective.
- **PLO 5:** Demonstrate a fundamental knowledge of group dynamics and conflict mediation skills.

- **PLO 6:** Design a strategy for employing empathic supportive care to persons through an integration of biblical and psychological constructs.
- **PLO 7:** Demonstrate an advanced level of effective oral and written communication skills and to formulate and discuss ideas logically and critically.
- **PLO 8:** Analyze seminal texts, discerning and effectively communicating the importance and quality of the arguments therein in light of related literary, historical, cultural, ecclesial, and global contexts.
- **PLO 9:** Demonstrate an ability to integrate and defend Biblical truth through correlates of theology, while critically evaluating the range of alternate views and perspectives.
- **PLO 10:** Demonstrate Christian leadership skills which integrate faith and practice
- **PLO 11:** Develop and implement a personal plan of spiritual formation involving the practice of spiritual disciplines.
- **PLO 12:** Design and implement a well-researched ministry program and intervention and communicate its results and insights for the benefit of others.

Degree Requirements

- Complete a minimum of 42 semester credit hours
- A 3.0 cumulative grade point average and a passing grade in all required courses.
- At least 27 semester credit hours must be earned at Virginia Christian College.
- Complete the general graduation requirements listed below.
- Meet course requirements in the following areas:

Course (Credit Hour)
- Hermeneutic Core (18)
    - BIB 511 Reading and Interpreting the Old Testament
    - BIB 512 Reading and Interpreting the New Testament
    - THEO 621 Systematic Theology
    - HT 531 Historical Theology I
    - HT 532 Historical Theology II
    - SF 571 Spiritual Formation

- Ministry Practices (9)
  - CC 551 Counseling & Christian Thought
  - LD 561 Leadership in the 21st Century
  - APOL 541 Christian Apologetics and Evangelism
- Concentration (12)
  - CC 653 Marriage and Family
  - CC 655 Addictions: Etiology, Impact, and Interventions
  - CC 657 Group Dynamics and Conflict Mediation
  - CC 659 Church & Community Mental Health Strategies
- INT 780 Integrative Research Project (3)

Total = 42 Credits

Transfer Credits

Life Experience cannot contribute toward a degree, but transference of up to 15 comparable credit hours from previous learning institutions can be applied. Students must normally have earned a grade of B or better (3.0 on a 4.0 scale) in order to be eligible to transfer a course from another institution to Virginia Christian College. Transferability of credits earned at this institution is at the discretion of the receiving institution. Consult the Office of Academic Affairs for further information.

Graduation Requirements

Candidates for the degree are required to complete all course work at a B grade level or higher. Students must also satisfactorily complete a thesis designing and completion of a project or thesis that supports the program outcomes, reflects theological understanding, sensitivity to social pathology and resources, and the capacity to integrate theory and practice at a high level of excellence.

Courses

The following list of courses may be offered at any time during the student's course of study. Each course will be selected from one or more of the components and will fulfill the student's requirement for each learning component. Of the

courses offered each semester students may select the course(s) for which they would like to register. Courses of comparable or greater academic rigor may be substituted for a required course, but this is subject the approval of the Program Director.

Course Descriptions *(courses are listed by order of course number and not necessarily in the order of offerings).*

APOL 541 Christian Apologetics and Evangelism This course will examine the various apologetics methodologies, theologies, and the deity and authority of Christ and the Holy Scriptures. Students will be challenged to explore their own belief system and be enabled to competently defend and share their faith to those with differing theologies.

BIB 511 Reading and Interpreting the Old Testament This course will focus on literary, narrative, and inductive reading and interpretation of the Old Testament. Students will be expected to read and interpret the Old Testament with attention to its different literary genres. A brief introduction to the history of hermeneutics will be included in the course. Students will demonstrate skills for public reading and inductive interpretation of selected portions of the Old Testament Scriptures.

BIB 512 Reading and Interpreting the New Testament This course focuses on literary, narrative, and inductive reading and interpretation of the New Testament. Students will be expected to read and interpret the New Testament with an understanding of its different types of literature. Exploration of the influences that inform Scripture reading and interpretation will be included in the course. Students will demonstrate the skills for public reading, inductive interpretation, and sermon/lesson preparation of selected portions of the New Testament.

CC 551 Counseling & Christian Thought A course intended to provide the student with Christian theological foundations for counseling, including an understanding of how spirituality,

religion, and psychology intersect. Special attention will be given to understanding mental illness and psychological disorders from both a biblical and clinical perspective, which will help students understand the etiology, types, and treatment of the various psychological disorders. It will tackle the issues of stigma and students will learn the skills to identify, understand, and respond to signs of mental illnesses and substance use disorders.

CC 653 Marriage and Family Attention will be placed on the Biblical basis of marriage and family and analyzing aspects of contemporary family and marriage relationships. Students will examine such topics as systems theory, the psychological bonds that shape families, developmental stages of the family and marital life cycle, communication, and conflict resolution from a Scriptural and systems perspective.

CC 655 Addictions: Etiology, Impact, and Interventions An in-depth study of the different types of addictions (i.e., substance, sexual, gambling, food), how they impact the lives of families, and the various treatment options.

CC 657 Group Dynamics and Conflict Mediation The term "group dynamics" refers to the complex forces that are acting upon every group and causes it to behave the way it does. Groups tend to change due to the various forces that are acting upon them, such as conflict. Conflict is inevitable in groups, but if managed properly, can be beneficial and healthy. Students will learn the stages of group development, common group dynamics, and strategies for conflict mediation and maintaining healthy group dynamics.

CC 659 Church & Community Mental Health Strategies This course will provide models and strategies for how local churches and community groups can address America's mental health crisis. Opportunities for partnerships with mental health agencies, advocacy groups, and mental health patient families will be explored. Students will propose a strategy for their church, ministry, or community organization to become involved in and create a mental health support program.

HT 531 Historical Theology I This course examines the historical development of the Christian movement from the Early Church to the Reformation. Attention will be given to key theological controversies and developments, church and state relationships, influential persons, and significant movements for reform and renewal. Christian responses and engagement with different religious traditions and cultures will be considered.

HT 532 Historical Theology II This course provides a survey from the Protestant Reformation to the 20th Century. Study will examine the people, major events, and theological debates that have shaped Protestantism, Catholicism, and Orthodoxy. From Martin Luther to the growth of today's church in Africa, Asia, and South America. Special emphasis will be placed on the role of the church vis-à-vis, World War II, the fall of the Soviet Union and the return of the Russian. Orthodox Church; Africa-American, Pentecostalism, and Third-World theologies will also be examined.

INT 780 Integrative Research Project This is the final course for master's degree-seeking students and provides an opportunity for students to practice ministry in the different areas of their concentrations. While engaged in 90-clock hours of activity, students will participate in bi-weekly discussion board sessions designed to assist them in reflection and eventual submission of a thesis or research project paper demonstrating achievement of the learning outcomes negotiated for their experience. Students will submit a 20-25-page paper based on their experience at the end of the course and before graduation. Project work will generally be completed in the student's second year. *Examples of projects include Supportive Care or Counseling, Ministry, or Bible Curriculum Development, or Research.*

LD 561 Leadership in the 21st Century This course will help students assess and apply the prominent theories of leadership. Through the examination of historical leadership profiles, students will assess the pitfalls a leader faces

and develop their own personal leadership philosophy.

SF 571 Spiritual Formation Focuses on biblical, theological, historical, and practical aspects of formation for spiritual leadership. Examines paradigms, practices, and literature for holistic spiritual development. Participants are guided in developing their personal plan for continuing spiritual leadership formation.

THEO 621 Systematic Theology This course examines the theological loci from within a biblical narrative approach to theology Topics covered include Scripture and Authority, Creation, Sin, God's Covenants, Christology, Ecclesiology, Soteriology, and Eschatology. Special attention is given to the importance of the significance of the Holy Spirit for theology, ministry, and life.

Doctor of Ministry Program

The Doctor of Ministry (D.Min) degree program is a 3-year *cohort program provides mentored advanced graduate preparation for women and men desiring to serve in leadership roles in church ministries, community organizations, non-profit enterprises, and pastoral care ministry. Graduates will be prepared to serve in church and public square ministries. Students integrate current ministry/leadership practice in their learning, formation, and research in the program. As the goal is to produce graduates who express spiritual-emotional-relational health and practice competence, the 36-hour D. Min. program coursework and process engages students in a holistic formational process of conversation and discernment with relevant ministry/leadership/pastoral care literature, dialogue with cohort peers and faculty, continuing spiritual formation and ministry practice, and advanced field research. Study includes biblical, theological, leadership, formational, care & counseling, and apologetic core courses and a student chosen focus in (1) Leadership and Coaching or (2) Spiritual Formation and Social Witness.

The Doctor of Ministry program utilizes a cohort learning process. Students enroll in the program with a group of peers who are co-learners, spiritual partners, and peer mentors. New cohorts are launched each year in June and complete their educational journeys in three years.

Doctor of Ministry with a Focus in Leadership & Coaching

The Doctor of Ministry (D.Min) Degree with a Leadership & Coaching Focus is a 3-year program that provides an opportunity for experienced leaders to reflect biblically, historically, theologically, and theoretically on their leadership practice in the 21st century. Grounded in Christian principles and application, students will develop effective leadership and coaching skills that enable them to apply faithful, effective, and strategic responses to the spiritual, ethical, and formational challenges confronting Christian communities, while mentoring and guiding others in their personal and professional growth journeys.

Program Learning Outcomes

Through the infusion of the 7 Core Competencies, each student is expected to:

- **PLO 1:** Integrate advanced and contextually relevant biblical and theological knowledge into one's ministry and/or vocation.
- **PLO 2:** Present biblically-faithful and historically-informed perspectives on contemporary faith, science, ethics, social-cultural issues, and church-state relations.
- **PLO 3:** Formulate and lead ministry plans to address the world mental health crisis through an integration of theology, spirituality, and psychology.
- **PLO 4:** Analyze seminal texts and formulate and discuss ideas and conclusions logically, critically, and at an advanced level in oral, written, and media formats.
- **PLO 5:** Demonstrate ministry practice and program development/implementation skills conducive to the integration of spiritual renewal and redemptive human flourishing for all persons.
- **PLO 6:** Demonstrate Christian leadership skills which integrate faith and integrity and creatively respond to local and global challenges and opportunities in church, community, and marketplace.
- **PLO 7:** Implement a spiritual development and formation plan that integrates self-knowledge, ministry gifts, and contextual support resources for ministry and vocational excellence.
- **PLO 8:** Design and implement a well-researched ministry program and intervention and communicate its results and insights for the benefit of others.
- **PLO 9:** Design a personal model of strategic organizational leadership practices for contemporary churches and/or organizations.
- **PLO 10:** Implement a personal strategy for forming and expressing pastoral care to others in collaboration with leaders and believers.
- **PLO11**: Develop a plan for managing change and mediating conflict as an organizational leader or administrator.

Admission Requirements

- A graduate degree in a theological or another field of study (*Master's Degree Equivalency Plan* available for non-theological graduate degrees) and demonstration of mastery of the core competencies of Virginia Christian College's Master of Ministry degree
- Completed application
- Essay addressing (1) reasons for applying for the DMIN program; (2) description of ministry or leadership experience; and (3) future vocational and/or ministerial goals
- Two (2) letters of recommendation: (1) Pastoral reference; and (1) Professional colleague or acquaintance

Degree Requirements

- Complete a minimum of 36 semester credit hours
- A 3.0 cumulative grade point average and an A or B grade in all required courses.
- At least 21 semester credit hours must be earned at Virginia Christian College.

- Complete the general graduation requirements listed below.
- Meet course requirements in the following areas:

Course (Credits)
- Biblical Studies (3)
  - o BIB 712 Foundations: Scripture, Authority, and Hermeneutics
- History/Theology (3)
  - o HT 721 Modern Christianity: Renewal, Reformation, and Resurgence
- Apologetic Studies (3)
  - o APOL 840 "Glocal" Christianity: Science, Faith, and Culture in Mission
- Care & Counseling Studies (3)
  - o CC 755 Mental Health and Crisis Intervention
- Leadership Studies (12)
  - o LD 763 Leading in Context: Ethics in Personal, Social, Political, and Media (3)
  - o LD 865 Pastoral Care and Strategic Leadership (3)
  - o LD 866 Coaching and Mentoring (3)
  - o LD 960 Leadership: Special Topics/Experiences (3)
    - ▪ Students may also select an Alternate Focus to replace the last three LD courses, but must be approved by the program director.

- Spiritual Formation & Research (12)
  - o SFR 770 Doctoral Research: Theological Thinking and Research (2)
  - o SFR 771 Orientation: Assessment, Research, and Project Leadership (3)
  - o SFR 772-775 Spiritual Formation and Research (4)
  - o SFR 870 Dissertation Submission and Defense (3)

Total Credits = 36

Transfer Credits

Life experience is valuable as it informs one's hermeneutic, however life experience cannot contribute toward the completion of the degree. Additionally, because of the unique nature of this degree and the rigorous matriculation required to

earn it, no transfer credits will be accepted, except in the case of students who have already earned a biblical and/or theological (or its equivalent) doctoral degree.

Students who currently possess a doctoral degree in a religious field, a maximum of 15 doctoral-level hours may be transferred to Virginia Christian College; unaccredited degrees and courses from reputable institutions may be accepted, but is at the discretion of the college. Students must normally have earned a grade of B or better (3.0 on a 4.0 scale) in order to be eligible to transfer a course from another institution to Virginia Christian College. Transferability of credits earned at this institution is at the discretion of the receiving institution. Consult the Office of Academic Affairs for further information.

Graduation Requirements

Candidates for the degree are required to complete a minimum of 36 hours at a "B" grade level or higher. Students must also satisfactorily participate in doctoral on-campus seminars, which provides the venue for cohort interaction and reflection. Continued involvement in ministry and/or leadership practice during the D. Min. program is required. Students will critically reflect on current ministry and/or leadership experience in doctoral seminars. Students must complete a research project following the steps outlined in the program handbook (made available upon admission). Students must complete and orally defend a dissertation that supports the program outcomes, reflects theological understanding, integrates theory and practice at an advanced level of excellence, and is approved by the Doctoral committee.

Courses

Doctor of Ministry courses are each organized into four (4) phases spanning across 16 weeks. Each phase will begin with an on-campus seminar. What is unique to this program is that the dissertation work has been engrafted into each course, which means that students will

begin the dissertation work when they start and will finish by the end of the program.

Course Descriptions *(courses are listed by order of course number and not necessarily in the order of offerings)*

APOL 840 "Glocal" Christianity: Science, Faith, and Culture in Mission This course will provide students an opportunity to examine the current issues in the conversation about the relationship of faith to science and culture. The history of Christian engagement of science and culture will be reviewed and contemporary issues including medical ethical, social-cultural, and church-state concerns will be addressed.

BIB 712 Foundations: Scripture, Authority, and Hermeneutics The authority of God as expressed in the Scriptures and interpreted in teaching, preaching, and leadership practice will be the focus of this course. Students will examine and move beyond divisive debates and views of Scripture and develop a pastoral approach and hermeneutic that enables God's Word to speak to the important issues in church and world while preserving the authority of God. Each student will develop a case study that demonstrates how a theological hermeneutic of Spirit-Word-Community can serve the church today.

CC 755 Mental Health and Crisis Intervention Students will consider how spirituality, psychology, and counseling can be faithfully integrated in effective strategies and responses to America's and the world's mental health crisis. Special attention will be given to various psychological disorders and concepts of crisis and trauma. This course is designed to deliver essential knowledge and useful skills leaders can utilize to support and help individuals experiencing crises and mental health problems. This includes situations in which triage, intervention, support, referral, and advocacy is required. The course will serve as a guide to Biblically-based lay-level supportive counseling and students will present a prospective personal and/or church/community strategy for responding to the crisis in the context of Christian ministry.

HT 721 Modern Christianity: Renewal, Reformation, and Resurgence This course will examine the modern renewal and reformation movements of the church to discern whether 21st century developments continue the reforming reform of the Spirit. The Wesleyan and Holiness Revivals, African-American-led Holiness and Pentecostal Movements, Charismatic movement, and American White Fundamentalism's impact will be examined for continuity and/or discontinuity with the Spirit's work in God's redemptive mission.

LD 763 Leading in Context: Ethics in Personal, Social, Political, and Media A study of leadership ethics with a goal to equip students with conceptual resources for clarifying moral responsibility in the practice of ministry and/or the workplace. This course will examine: (1) the foundations of Christian Ethics; (2) contexts of contemporary ethical choices; (3) methods of moral decision-making; (4) the relationship of biblically informed norms, values and virtues to culture and society, and (5) the Church's role therein. This course will also examine the challenges and opportunities Christian leaders face as community leaders in the social media-shaped and politically-charged context of ministry. Community leadership models, social media management, and effective Christian political engagement will be examined. Effective strategies for addressing social, economic, and spiritual needs of communities in an ethical manner will also be explored.

LD 865 Pastoral Care and Strategic Leadership: This course provides a Christian perspective on pastoral care and strategic leadership, exploring their roles in promoting health and human flourishing in various contexts. It examines organizational leadership dynamics and proposes models of formational leadership and pastoral care extending beyond faith communities. Through theological reflection and practical application, students will gain the knowledge, skills, and ethical framework needed to navigate the complexities of pastoral care and strategic leadership across diverse ministry settings, including principles of organizational management, strategic planning, vision casting,

and change management. Students will also develop personal models of strategic leadership practices, collaborating with fellow leaders and believers to express pastoral care effectively.

LD 866 Coaching and Mentoring Leadership for formation of persons, churches, and communities for health and human flourishing will be examined in this course. Strategies and models of formational leadership and pastoral care that sustain and extend the compassion of Christ outside the faith community will be proposed. Students will design a personal strategy for forming and expressing pastoral care to others in collaboration with other leaders and believers.

LD 960 Leadership: Special Topics/Experiences This course deals with the "headlines" and immediate challenges facing Christian leaders and offers models of resolution and outlets for discussion and development. Topics such as Power & Influence; Restorative Justice & Forgiveness; Managing Change; Conflict Resolution; Administrating the Church/Organization; Financial Management; Integrity; Leadership Coaching will be discussed.

SFR 770 Doctoral Research: Theological Thinking and Writing This course will explore the nature of theological reflection and research for practical theology. Students will critically examine their theological assumptions, locate themselves theologically, and determine how their theological thinking draws on various resources and authorities. Additionally, students will learn theories, steps, and processes for qualitative research. Students will evaluate the appropriateness of qualitative, quantitative, and mixed methods of research for their research goals. Familiarity with the writing processes of literature review, data collection and analysis, evaluation of results, and reporting research findings will be achieved.

SFR 771 Orientation: Assessment, Research, and Project Leadership This course will provide students with an orientation to the Doctor of Ministry program and assess their readiness for serving as "doctors of the church." Students will

participate in spiritual, psychological, and social assessments to establish a baseline for how they can develop in the doctoral program. Each student will be write a personal development plan with goals for how they can use their doctoral study and research project to become strategically effective leaders who can guide, mentor, and teach others in ministry. Students will also be introduced to a 7-step research process and will begin developing their research plan.

Cohorts 1-6: SFR 772-779 Spiritual Formation and Research These courses address the student's spiritual formation journey and will orient students to the steps of the project research and dissertation writing process in a sequentially organized and paced manner from Step 1-9.

Cohorts 7 and beyond: SFR 772-870 Spiritual Formation, Research, Dissertation These courses address the student's spiritual formation journey and will orient students to the steps of the project research and dissertation writing process in a sequentially organized and paced manner.

- **SFR 772** Formation and Dissertation Proposal Defense
- **SFR 773** Formation and Dissertation Research
- **SFR 774** Project Design and Implementation
- **SFR 775** Formation and Dissertation Research
- **SRF 870** Dissertation Submission and Defense

Doctor of Ministry with a Focus in Spiritual Formation & Social Witness

The Doctor of Ministry (D.Min) with a Spiritual Formation & Social Witness Focus is a 3-year program that empowers students to expand their readiness in addressing formational needs and social witness challenges across diverse contexts, enabling them to effectively lead spiritual development ministries in churches and organizations. This program uniquely intertwines the emphasis on spiritual formation with a commitment to social witness, ensuring that graduates lead ministries from a holistic Evangelical perspective, actively engaging with both internal spiritual growth and outward-focused social justice initiatives.

Program Learning Outcomes

Through the infusion of the 7 Core Competencies, each student is expected to:

- **PLO 1:** Integrate advanced and contextually relevant biblical and theological knowledge into one's ministry and/or vocation.
- **PLO 2:** Present biblically-faithful and historically-informed perspectives on contemporary faith, science, ethics, social-cultural issues, and church-state relations.
- **PLO 3:** Formulate and lead ministry plans to address the world mental health crisis through an integration of theology, spirituality, and psychology.
- **PLO 4:** Analyze seminal texts and formulate and discuss ideas and conclusions logically, critically, and at an advanced level in oral, written, and media formats.
- **PLO 5:** Demonstrate ministry practice and program development/implementation skills conducive to the integration of spiritual renewal and redemptive human flourishing for all persons.

- **PLO 6:** Demonstrate Christian leadership skills which integrate faith and integrity and creatively respond to local and global challenges and opportunities in church, community, and marketplace.
- **PLO 7:** Implement a spiritual development and formation plan that integrates self-knowledge, ministry gifts, and contextual support resources for ministry and vocational excellence.
- **PLO 8:** Design and implement a well-researched ministry program and intervention and communicate its results and insights for the benefit of others.
- **PLO9**: Design a spiritual formation/discipleship curriculum plan which integrates theological, educational, psychological, and contextual considerations.
- **PLO10**: Develop a contextually shaped and biblically-theologically grounded strategy and program for effective social witness for contemporary churches and/or organizations.
- **PLO11**:Demonstrate the ability to address spiritual formation/social witness issues and concerns creatively and effectively.

Admission Requirements

- A graduate degree in a theological or another field of study (*Master's Degree Equivalency Plan* available for non-theological graduate degrees) and demonstration of mastery of the core competencies of Virginia Christian College's Master of Ministry degree
- Completed application
- Essay addressing (1) reasons for applying for the DMIN program; (2) description of ministry or leadership experience; and (3) future vocational and/or ministerial goals
- Two (2) letters of recommendation: (1) Pastoral reference; and (1) Professional colleague or acquaintance.

Degree Requirements

- Complete a minimum of 36 semester credit hours

- A 3.0 cumulative grade point average and an A or B grade in all required courses.
- At least 21 semester credit hours must be earned at Virginia Christian College.
- Complete the general graduation requirements listed below.
- Meet course requirements in the following areas:

Course (Credits)
- Biblical Studies (3)
  - o BIB 712 Foundations: Scripture, Authority, and Hermeneutics
- History/Theology (3)
  - o HT 721 Modern Christianity: Renewal, Reformation, and Resurgence
- Apologetic Studies (3)
  - o APOL 840 "Glocal" Christianity: Science, Faith, and Culture in Mission
- Care & Counseling Studies (3)
  - o CC 755 Mental Health and Crisis Intervention
- Leadership Studies (3)
  - o LD 763 Leading in Context: Ethics in Personal, Social, Political, and Media
- Spiritual Formation & Social Witness (9)
  - o SF 880 Models and Methods of Spiritual Formation (3)
  - o SF 881 Curriculum Development and Programming (3)
  - o SF 960 Social Witness: Special Topics/Experiences (3)
    - ▪ Students may also select an Alternate Focus to replace the last three SF courses, but must be approved by the program director.
- Spiritual Formation & Research (12)
  - o SFR 770 Doctoral Research: Theological Thinking and Research (2)
  - o SFR 771 Orientation: Assessment, Research, and Project Leadership (3)
  - o SFR 772-775 Spiritual Formation and Research (4)
  - o SFR 870 Dissertation Submission and Defense (3)

Total Credits = 36

Transfer Credits

Life experience is valuable as it informs one's hermeneutic, however life experience cannot contribute toward the completion of the degree. Additionally, because of the unique nature of this degree and the rigorous matriculation required to earn it, no transfer credits will be accepted, except in the case of students who have already earned a biblical and/or theological (or its equivalent) doctoral degree.

Students who currently possess a doctoral degree in a religious field, a maximum of 15 doctoral-level hours may be transferred to Virginia Christian College; unaccredited degrees and courses from reputable institutions may be accepted, but is at the discretion of the college. The Students must normally have earned a grade of B or better (3.0 on a 4.0 scale) in order to be eligible to transfer a course from another institution to Virginia Christian College. Transferability of credits earned at this institution is at the discretion of the receiving institution. Consult the Office of Academic Affairs for further information.

Graduation Requirements

Candidates for the degree are required to complete a minimum of 36 hours at a "B" grade level or higher. Students must also satisfactorily participate in doctoral on-campus seminars, which provides the venue for cohort interaction and reflection. Continued involvement in ministry and/or leadership practice during the D. Min. program is required. Students will critically reflect on current ministry and/or leadership experience in doctoral seminars. Students must complete a research project following the steps outlined in the program handbook (made available upon admission). Students must complete and orally defend a dissertation that supports the program outcomes, reflects theological understanding, integrates theory and practice at an advanced level of excellence, and is approved by the Doctoral committee.

Courses

Doctor of Ministry courses are each organized into four (4) phases spanning across 16 weeks. Each phase will begin with an on-campus seminar. What is unique to this program is that the dissertation work has been engrafted into each course, which means that students will begin the dissertation work when they start and will finish by the end of the program.

Course Descriptions *(courses are listed by order of course number and not necessarily in the order of offerings).*

APOL 840 "Glocal" Christianity: Science, Faith, and Culture in Mission This course will provide students an opportunity to examine the current issues in the conversation about the relationship of faith to science and culture. The history of Christian engagement of science and culture will be reviewed and contemporary issues including medical ethical, social-cultural, and church-state concerns will be addressed.

BIB 712 Foundations: Scripture, Authority, and Hermeneutics The authority of God as expressed in the Scriptures and interpreted in teaching, preaching, and leadership practice will be the focus of this course. Students will examine and move beyond divisive debates and views of Scripture and develop a pastoral approach and hermeneutic that enables God's Word to speak to the important issues in church and world while preserving the authority of God. Each student will develop a case study that demonstrates how a theological hermeneutic of Spirit-Word-Community can serve the church today.

CC 755 Mental Health and Crisis Intervention Students will consider how spirituality, psychology, and counseling can be faithfully integrated in effective strategies and responses to America's and the world's mental health crisis. Special attention will be given to various psychological disorders and concepts of crisis and trauma. This course is designed to deliver essential knowledge and useful skills leaders can utilize to support and help individuals experiencing crises and mental health problems. This includes situations in which triage, intervention, support, referral, and advocacy is required. The course will serve as a guide to Biblically-based lay-level supportive counseling and students will present a prospective personal and/or church/community strategy for responding to the crisis in the context of Christian ministry.

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LD 763 Leading in Context: Ethics in Personal, Social, Political, and Media A study of leadership ethics with a goal to equip students with conceptual resources for clarifying moral responsibility in the practice of ministry and/or the workplace. This course will examine: (1) the foundations of Christian Ethics; (2) contexts of contemporary ethical choices; (3) methods of moral decision-making; (4) the relationship of biblically informed norms, values and virtues to culture and society, and (5) the Church's role therein. This course will also examine the challenges and opportunities Christian leaders face as community leaders in the social media-shaped and politically-charged context of ministry. Community leadership models, social media management, and effective Christian political engagement will be examined. Effective strategies for addressing social, economic, and spiritual needs of communities in an ethical manner will also be explored.

SF 870 Models and Methods of Spiritual Formation This course explores diverse models and methods of spiritual formation, offering theoretical insights and practical strategies for fostering growth and transformation. Through examining spiritual and power dynamics, cultural sensitivity, and ethical considerations, students will develop a discerning and compassionate

approach to spiritual development across cultures, and be prepared to serve as effective spiritual directors, educators, and leaders, guiding others toward intimacy with God and flourishing in life and ministry.

SF 871 Curriculum Development and Programming In this course, students will explore curriculum development theories, strategies, and programming methodologies, while critically engaging with biblical principles, theological frameworks, and educational theories to understand how faith informs curriculum design and programming. Building on this theological foundation, students will learn practical aspects of Christian-based, innovative, and effective curricula that meet the needs of learners in various settings, including needs assessment, goal setting, content selection, instructional design, and assessment strategies.

SF 970 Social Witness: Special Topics/Experiences This course deals with the "headlines" and immediate challenges facing Christian leaders and offers models of resolution and outlets for discussion and development. Topics such as Power & Influence; Restorative Justice & Forgiveness; Managing Change; Conflict Resolution; Administrating the Church/Organization; Financial Management; Integrity; Social Witness will be discussed.

SFR 770 Doctoral Research: Theological Thinking and Writing This course will explore the nature of theological reflection and research for practical theology. Students will critically examine their theological assumptions, locate themselves theologically, and determine how their theological thinking draws on various resources and authorities. Additionally, students will learn theories, steps, and processes for qualitative research. Students will evaluate the appropriateness of qualitative, quantitative, and mixed methods of research for their research goals. Familiarity with the writing processes of literature review, data collection and analysis, evaluation of results, and reporting research findings will be achieved.

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- **SFR 775** Formation and Dissertation Research
- **SRF 870** Dissertation Submission and Defense

Section 4

Financial Services

Tuition and Fees

TUITION	PER COURSE
Undergraduate Certificate Program	$459.00
Bachelor's Degree Program	$459.00
Graduate Certificate Program	$549.00
Master's Degree Program	$549.00
Doctoral Degree Program	$848.00
Coaching Courses	$535.00
FEES (all fees are non-refundable)	
Application Fee	$25.00
Late Registration	$35.00
Technology Fee	$25.00 (per semester enrolled)
Graduation	$75.00

Payment

Method

Virginia Christian College accepts cash, personal check, MasterCard, VISA, and American Express. Virginia Christian College reserves the right to accept cash only payment on accounts when deemed necessary. Virginia Christian College also reserves the right to prohibit a student from using the deferred payment plan if that student has not adhered to the deferred payment policy previously. Payments are made by:

- Signing in to Populi and viewing account details, such as charges and due dates, payment history.
- Select the "Financial" link at the top of the page.
- To view a list of unpaid charges prior to payment, select "View History," then click the "Charges Due" tab at the top of the page.
- To make payment on student's account, select the "Make A Payment" button.

Options

Payment is due at the time of registration and it is desired that anyone who is financially capable of paying their tuition up front, do so. However, we do not want anyone with a true financial hardship to forfeit their educational goals. There are several ways Virginia Christian College can assist you financially:

- **Federal Aid:** Virginia Christian College participates in the Title IV Federal Student Aid programs. This means eligible students can apply for federal financial aid to help fund their education. To apply, click here to complete your Free Application for Federal Student Aid (FAFSA). Also, click here to access the Financial Aid Handbook for step-by-step guidance, important deadlines, and detailed information about available aid options.

- Title IV Delayed Payment Policy: In accordance with 34 CFR § 668.164(e), Virginia Christian College ensures that students eligible for Title IV federal financial aid will not be subject to late fees, denied access to classes, or have registration canceled due to delays in the receipt of federal financial aid funds, provided that:

    - The student has submitted all required financial aid documentation in a timely manner.

    - The College has certified or originated the aid package and is awaiting disbursement from the U.S. Department of Education.

  - Students will continue to have full access to academic resources and services while their aid is being processed. The College will provide reasonable time for aid to be applied before taking any adverse action related to unpaid balances.

- **Veterans/GI Bill:** Virginia Christian College is proud to support our military veterans, active-duty service members, and their families in pursuing higher education. The College is approved by the Virginia State Approving Agency (SAA) to offer education benefits to eligible beneficiaries of the U.S. Department of Veterans Affairs (VA). *Note: GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website: http://www.benefits.va.gov/gibill*

  - VA Delayed Payment Policy: In accordance with 38 USC § 3679(e), students using VA education benefits will not be penalized, charged late fees, or removed from classes due to delayed VA payments. VCC allows up to 90 days from the date the college certifies tuition and fees to the VA for payment to be received. During this period, students will maintain access to classes, libraries, and other institutional facilities.

- **Scholarship:**
  - **Internal:** The Virginia Christian College Scholarship Fund awards scholarships to Virginia Christian College students based on demonstrated academic achievement, financial need, and express interest in pursuing an education in Christian philosophy. This scholarship is need-based. The reward will be applied to the Virginia Christian College tuition to support the recipient's education each semester. Click *here* to access the application.

  - **External:** Virginia Christian College gladly accepts external scholarships awarded by private donors, community organizations, churches, foundations, and other third-party sources. Students are responsible for notifying the Office of Financial Aid of any external scholarship awards they receive. To ensure timely processing, scholarship providers should send award notifications and payments directly to: Virginia Christian College Attn: Financial Services Office, 17100 Van Buren Road, Dumfries VA, 22025. All external scholarships will be applied toward the student's cost of attendance in accordance with federal and institutional policies. These awards may affect a student's overall financial aid package and must be coordinated with federal aid limits. For questions or to submit documentation, please contact Alaina Henriquez at ahenriquez@vcc.edu.

- **Payment Plan:** Virginia Christian College extends a Payment Plan option to students who desire to continue their education, but may have financial obligations that hinder their ability to pay tuition in full. Eligible students may enroll during the current semester and be offered a Payment Plan if: 1) The student agrees to pay all fees to Virginia Christian College by the end of the current semester. For example, a student may enroll in Fall 2025, but the balance must be paid in full by the end of Fall 2025; or 2) If the student has a past due balance, the student agrees to pay to Virginia Christian College the

outstanding balance [0% interest] ON OR BEFORE the end of the FOLLOWING semester. For example, a student with a past due account may enroll in Fall 2022, but must pay the current semester balance and the outstanding balance by the end of Spring 2023 semester.

- **Payments:** Payments on the student's account must be scheduled on specific dates designated by the financial coordinator. The payment amount will be determined by the total balance due, and the length of time established for the payment plan. all arranged payments are approved by the president of Virginia Christian College. If a student foresees the balance extending past the agreed upon semester, a request can be made for a one-time extension by writing a letter to the president explaining the current financial circumstances and need for the one-time extension.

- **Prepayment:** The student reserves the right to prepay a payment plan [in whole or in part] prior to the due date with no prepayment penalty.

- **Drop for Non-Payment:** Students must either pay in full or enroll in a VCC-approved payment plan by the term's add/drop deadline. Failure to do so will result in class cancellation. Re-registration is subject to course availability and may include late fees.

Withdrawal Refund Policy

Any student who withdraws from courses or the College in writing and whose withdrawal is officially approved, may receive a refund for tuition. Refunds are calculated from day one to week eight (8) for 15-week semesters and from day one to week four (4) for 8-week Terms.

1. The "Withdrawal Policy" goes into effect on the first day of the semester.
2. The withdrawal period begins at the start of each semester and continues to week 8 for 15-16 week courses and the of each term

3. and continues to week four (4) for 8-week courses. Note: Drop/add period allows a student to drop a class before it begins. However, a drop is not considered a withdrawal and students will not be charged for dropping a class by the add/drop deadline. The add/drop deadlines for each semester are listed in the Academic Calendar on page 5.
4. Grades for withdrawals are determined according to the follow:

   a. A "W" grade is assigned if the student registered for the course and incurred some expense such as a registration fee, but did not attend class.
   b. WP (Withdrew Passing) – A "WP" is assigned if the student was passing the course at the time of the withdrawal. A "WP" grade will count as credit hours attempted.
5. WF (Withdrew Failing) - A "WF" is assigned if the student was failing at the time of the withdrawal. A "WF" grade is counted as a punitive grade on the student's record. A "WF" grade is automatically assigned for withdrawals submitted after week eight (spring/fall) or Week four (summer) unless the student was in good standing and the instructor submits a passing withdrawal.
6. Withdrawals are not permitted after week 12 for 15 or 16-wk courses or week 5 for 8-week courses.
7. Virginia Christian College provides for refunds to withdrawing students under the following guidelines:
   a. Tuition may be refunded based on the prorated withdrawal scale up to 50% of the semester.
   b. Time computations will include the first day of class through the day the student brings an official withdrawal notice to the Registrar's Office. The tuition refund policy only applies to students who have officially notified the College within the refund period.

c. Students who withdraw from a course before the end of the fourth (4th) week of a semester will receive a refund for their tuition on a pro-rata basis depending on the date of the course withdrawal.
d. Students who need to add or drop courses are strongly encouraged to do so by the add/drop deadline. Course additions will only be allowed   during the drop/add period.

Please note: Not attending classes for which you have registered does not entitle you to a refund of the charges incurred. You must drop your class(es) by the add/drop deadline or withdraw from ALL classes to receive a refund. Tuition refunds are based on the date you have withdrawn from all your classes. Refunds will not be made until Virginia Christian College is in possession of all initial funds. Students should not depend on receiving their refunds by a certain date, as refunds will not be available before the end of the seventh week of the semester at the earliest.

COURSE WITHDRAWALS

The refund schedule for course withdrawals is as follows:

If a Student Withdraws from a Course:	Refund Percentage 15 or 16 wk courses	Refund Percentage 8-wk courses
Prior to the start of Week 2	100%	100%
Prior to the start of Week 3	75%	75%
Prior to the start of Week 4	75%	50%
Prior to the start of Week 5	75%	0%
Prior to the start of Week 6	50%	0%
Prior to the start of Week 7	50%	0%
Prior to the start of Week 8	50%	0%
Prior to the start of Week 9	0%	0%
**No withdrawals are permitted after week 12 for 15 or 16-wk courses or week 5 for 8-week courses		

INSTITUTIONAL WITHDRAWALS

Students who withdraw from the institution (i.e. drop all courses) or take a leave of absence before the end of the eighth week for 15 or 16-wk courses and the fourth week for 8-wk courses will receive a refund of their tuition on a pro-rata basis dependent on the official date of withdrawal.

The refund schedule for institutional withdrawals is as follows:

If a Student Withdraws from a Course:	Refund Percentage 15 or 16 wk courses	Refund Percentage 8-wk courses
Prior to the start of Week 2	100%	100%
Prior to the start of Week 3	75%	75%
Prior to the start of Week 4	75%	50%
Prior to the start of Week 5	75%	0%
Prior to the start of Week 6	50%	0%
Prior to the start of Week 7	50%	0%
Prior to the start of Week 8	50%	0%
Prior to the start of Week 9	0%	0%
**All classes/courses are subject to the same withdrawal refund policy, which include modular and directed study.		

Military Deployment

Students called up for active military duty may be able to obtain a refund for the semester during which they were deployed. Virginia Christian College will explore with the student different ways to complete the semester courses through independent study or through other means. If a

student is unable to complete the semester, a written request for refund or reversal of charges with proof of summons for military duty should be submitted to the Finance Department for action. Since a student's enrollment status is likely to be affected because of the length of their military duty, Virginia Christian College may extend the deadlines for completion of any academic program. If the student must withdraw, they may be reinstated within 5 years as long as the student gives notice of intent to return within 3 years.

Returned Checks

A returned check is any check written to Virginia Christian College that is returned due to insufficient or stopped payment. A returned check fee of $30.00 and any late fees due will be applied to the account for each check that is returned. Checks are deposited only once. If your account has two (2) returned checks, all remaining payments must be made by cash, money order, credit or debit card. If your account has three (3) late payments, we reserve the right to ask you to pay your account balance for the semester in full.

Delinquent Accounts

Late Charges

Charges must be paid by the date due either at the start of the semester or as designated by payment plan. College billings not paid by the date due are subject to late charges beginning at 30 days past due and continuing monthly until paid in full. If a student foresees the balance extending past the agreed upon semester, a request can be made for a one-time extension by writing a letter to the president explaining the current financial circumstances and need for the one-time extension.

Suspension of College Services

The Board of Regents prohibits anyone with delinquent obligations from registering for classes, receiving refunds, obtaining transcripts

and diplomas, and use of campus services. If a student's statement shows past due charges, the student can avoid delays in registering for the next semester by immediately making payment or entering a payment plan.

Collection Agencies

The financial services department will work with the student in resolving financial matters. however, it is the responsibility of the student to ensure his/her account is paid in full. If any payment obligation under the payment plan is not paid when due, and other measures to obtain payment has failed, the remaining unpaid principal balance shall become due immediately and the student's account will then be turned over to collections. If the student's account goes to collections, the student must pay all collection fees in association with any attempt to recoup the outstanding balance; a fee of $25 per transaction is assessed to the student's account if the payment arrangements set are changed in any way from what was originally established for payment plan.

Fee Adjustments

The Virginia Christian College reserves the right to adjust tuition and other fees whenever it is deemed necessary.

Cancellation of Courses

Virginia Christian College may cancel courses that do not meet minimum enrollment requirements, which is typically three (3) students in all programs except the doctoral program. In the event of a cancellation, students may be allowed to take alternate courses or directed studies in order to maintain normal progress toward graduation. Financial penalties will not be assessed for cancelled courses. The College also reserves the right to cancel courses for students involved in college discipline, students who have ceased going to classes, or for other reasons deemed necessary by the College.

Graduation Fees

All fees associated with graduation must be paid in full by the first Monday of the month preceding the month of graduation whether the candidate receives the degree in person or in absentia. Graduation fees include: cap, gown, and diploma. Graduation fees are non-refundable.

Section 5

Student Services & Policies

It is our mission to create a supportive environment and opportunities for our students to succeed. We aim to provide student support services which will aid our students throughout their entire course of study here and work to promote individual student excellence. We are still developing some innovative services, but we have a few services in place are:

- **New Student orientation**
  All students must participate in new student orientation, which is offered both virtually and digitally to accommodate students' busy schedules. All new students are required to attend the virtual student orientation which is typically held the Saturday prior to the start of the Fall and Spring semesters via Zoom.

- **Mentored Academic Success**
  All students will receive academic and student support through the Mentored Academic Success Program, in which Faculty Advisors and Student Success Coaches will teach strategies for college success, assess students' progress in their courses, and sharpen study skills. Mentored Academic Success was designed to provide academic support and develop the competencies necessary to thrive in a college setting.

  o **Faculty Advisors:** Each student is assigned a Faculty Advisor who will provide information that will assist students in planning their degree course and meeting their specific educational and career goals. This includes access to course rotations and course recommendations to meet the general education and specific degree requirements for graduation. As well as career counseling and assistance with resume, interviewing, skills assessment tools, and job searches. Students are responsible for their degree progression and completion. Advisors are available to guide students' course selections each semester to help ensure that the courses being taken are a part of the degree plan for their major. It is the responsibility of the student to notify their advisor of any changes they make to their course selections. Failure to do so may result in additional time to complete their degree. Students should talk with their advisor when considering any changes to their major, minor, or course selections. The process for changing majors, adding or dropping a class, or requesting a course substitution or auditing are initiated by the VP of Academic and Student Affairs, so a student must talk with their advisor before any of these actions can be taken.

  o **Student Success Coaches:** Upon admission, each student has access to certified life coaches who will provide support outside of the classroom to help ensure success inside the classroom. This includes helping the student bridge the gaps between personal and academic challenges through advocacy, clarifying policies, and access to relevant resources. To schedule a session, contact Dr. Towera Loper at tloper@vcc.edu.

- **Research & Writing Resources**
  At Virginia Christian College, we understand the crucial role effective writing plays in your academic success. Adjusting to academic writing can be challenging, so to support you in honing your writing skills, we have established a dedicated Writing Center that can provide you with real-time writing assistance:

  - **4-week College Research and Writing course**: This course is offered at the beginning of each semester. It is designed to enhance your proficiency in academic writing.

  - **Research Tools**: We have compiled several research and writing tools to help with finding scholarly sources, citations, paraphrasing, and even creating a basic PowerPoint presentation.

  These valuable services come to you free of charge. Research Tools can be located in Populi under the "Library" tab. Whether you are looking for guidance on structuring your essays, citing sources, or improving your overall writing technique, our Writing Center is here to assist you throughout your academic journey.

- **Ministry and Student Outreach**
  There are several services students can access and enjoy. Among them are the following:

  - Chapel – Students are invited to attend our quarterly Chapel on Wednesdays at 7:00 pm. This is a highlight of our college community, as we gather, share, reflect, connect, and grow in our spiritual journey. Announcements will be made throughout the school year.

  - Weekly Corporate Prayer – Students are invited to join us virtually every Monday at 12:00pm for corporate prayer. This is a time for students, faculty, and staff to come together in faith, lifting up our college, leadership, and students in prayer.

  - Acts of Service – Students will volunteer at a designated area of outreach once a semester. There will be a list of venues provided for students to choose from. Students will have the head of the venue to complete a service log at the conclusion of the event.

  - Mission Trip – Students are strongly encouraged to participate in mission trips. Virginia Christian College endeavors to offer trips periodically, but students should be seeking their own opportunities as well. Announcements will be made via the website, Populi, and social media when trips are scheduled.

- **Student Access**
  - Cafe: The cafe area, which is directly to the front-facing left of the sanctuary, is here for your use. There is a microwave students can use and tables to sit and eat or rest.

  - Wi-Fi: There is free Wi-Fi for students' use. The code is posted around campus and in the student handbook.

  - College Merch: Show off your school pride in style! From hoodies and tees to mugs and backpacks, we've got everything you need to rep your college. Visit the VCC Shop today!

  - Free Parking: Virginia Christian College provides plenty of free parking on campus, with over 150 spaces. There are multiple public parking options available close to campus as well. Several parking spaces are designated for persons (staff or student) with disabilities around campus. Additional reserved motor vehicle parking spaces may be provided as reasonable

accommodation or equal access to persons with disabilities on a case-by-case basis.

- o Free Printing/Copying: Students have access to a copy machine on both campuses and are afforded free printing/copying.

- **Tuition Assistance:** At Virginia Christian College, we believe that financial barriers should not prevent students from pursuing their education. To support our students, we offer both scholarships and flexible payment plans. These initiatives are discussed in detail in the Financial Services section of this catalog.

- **Student Government Organization:** Virginia Christian College desires to have a functioning student government organization where students, individually or as group, may give input concerning their interests and concerns. Students will be informed when this program is activated, but if you are interested, please contact Student Services at studentservices@vcc.edu.

Student Code of Conduct

Virginia Christian College seeks to create and maintain an educational environment where individual and institutional responsibilities combine to promote students' holistic development (spiritual, intellectual, personal, emotional, and vocational). We believe that trust among our members is essential for both high quality scholarship and the effective operation of the College. In order to achieve this goal within an atmosphere where the rights of its members are respected and Christian Integrity is upheld, it is necessary to establish policies and procedures that govern student conduct. These regulations have been developed to reflect the nature of a student community focused on educational and spiritual growth and the unique situations that arise within such a community of learners. As such, every member of the College community is provided equal rights and benefits in accordance

with the expectation that each student demonstrates maturity, intelligence, and concern for the rights of others. However, all students are required to sign the Acceptance of Beliefs contract.

General Student Conduct Expectations

Within the traditions of its mission and Christ-centered environment, Virginia Christian College expects its students to display a high standard of behavior and personal values. Among these expectations are:

1. Respect for the rights and human dignity of others, especially in the conduct of relationships.
2. Respect for the rights and needs of the Virginia Christian College community to develop and maintain an atmosphere conducive to Christian morals and academic study.
3. Respect for the College's academic traditions of honesty, freedom of expression, and open inquiry.
4. Respect for the different backgrounds, personalities, beliefs, and spiritual traditions of students, faculty, and staff who make up the Virginia Christian College community.
5. A willingness to assist others in need of support, guidance, or friendship.
6. Respect for federal, state, and local laws and ordinances.
7. Respect for the authorities, policies, procedures, and regulations established by the College.
8. Adherence to the values, attitude, behavior, direction, and tone, that Christ set forth when relating to fellow students or community members who have been wronged or have entered into a dispute.

Campus/Online Attire

Students are expected to use good judgment, good taste, and decency with regard to their selection of dress. The selection of dress should reflect a proper Christian witness. We believe that personal appearance is important. Students are expected to be clean and modest at all times.

Attendance

Students are required to abide by the attendance policies stated in each course syllabus (usually no more than 2 absences for 8-wk courses and 4 for 15-wk courses). Each course should have a stated number of allowed absences. The academic expectation is that students will attend all class sessions; however, there are circumstances that require students to be absent from class. The VP of Academic and Student Affairs reserves the right to excuse or not excuse absences. Students who have legitimate excused absences are allowed to complete assignments without penalty, but within a timely fashion. Arrangements should be made with the professor either prior to the planned absence or immediately following absence due to illness

Classroom/Online Etiquette

Children in the Classroom
For the benefit of other students and to ensure that every student has equal access to educational opportunities at the College, students are not allowed to bring children to class at any time or have them visible during online zoom sessions.

Assignments
The professor will have the discretion for determining the timing, amount, and grading of all assignments. It is imperative that assignments are completed and turned in on time. There are times that a student may have to turn in assignments late; however, this should be the exception and not the rule.

Class Discussions
There may be times when opinions differ during a class discussion. However, these discussions should be handled maturely and at no time should there be any threats or physical contact made. The goal of the college is to provide a safe environment where opinions can be expressed without prejudice or persecution.

Electronic Devices (Laptops, cell phones, iPods, iPads, etc.)
- In-person: Students may use Laptops, iPod or Tablets in class ONLY for note taking. Texting, Tweeting, Facebook "posting," emailing, etc. is NOT allowed. Repeated violation of this policy may result in a referral to the Student Affairs Committee

- Online: Students should ensure they have stable internet connection, an operating system that supports Zoom, and follow the following Zoom Etiquette policy set by your professor.

Academic Integrity
As a community seeking to live by the truth of Jesus Christ, the College values personal integrity and academic honesty as vital components of a Christian educational experience. As members of this institute, all students, faculty, staff, and administrators are responsible for ensuring that their behavior is consistent with the highest standards of integrity. Academic dishonesty includes, but is not limited to, the following categories: fabrication (lying), plagiarism, multiple submission of work without faculty permission, obtaining unfair advantage, cheating on tests, obtaining unauthorized access to academic or administrative records or aiding or abetting other students in acts of dishonesty, either by being an accomplice or by failing to report known cases of academic dishonesty.

Definitions:

Fabrication—to create or make up; to lie or intentionally mislead by errors of omission or commission

Plagiarism—to steal or use another's work and pass it off as one's own work; to use another's production without crediting the source; to commit literary theft; to present as new and original an idea or product derived from an existing source. Although not exhaustive, the following list contains examples of plagiarism:

- Submitting someone else's work and representing it as your own.
- Copying words or ideas from someone else without giving credit.
- Intentionally giving incorrect information about the source of a quotation.
- Changing words but copying the sentence structure of a source without giving credit.
- Copying so many words or ideas from a source that it makes up the majority of your work.
- Splitting up the work on an assignment with another classmate if the assignment is not designated to be a team assignment.
- Copying a computer file (e.g., a program, document, spreadsheet, presentation, database, utility, or another's work product of any description), and representing it as your own work

Cheating—occurs any time a student uses deception in order to avoid fulfilling the specific requirements of an assignment or course and/or in order to receive a higher grade than he or she might otherwise receive.

- *Multiple submissions without permission of all faculty involved or self-plagiarism— Copying material students have previously produced and submitting it as if it were a new work product without faculty knowledge and permission.*
- *Obtaining Unfair Advantage—Obtaining, by any means, an unauthorized advanced copy of a test or assignment before its intended release date and time.*
- *Aiding and Abetting—helping another person to plagiarize or cheat; providing answers to assignments to another person.*
- *Unauthorized access to academic or administrative records* at the College.

Safe Community

Maintaining a safe campus requires a commitment from all Virginia Christian College constituents. A safe and respectful environment is where learning can best occur and it is the responsibility of all members of our community to ensure safety. Below are descriptions of

expectations of the Virginia Christian College community:

Non-Discrimination

Virginia Christian College is committed to providing students from all walks of life with the opportunity to undertake theological studies in a Christian setting. With the exception of maintaining a Christian, Jesus-centered environment that is conducive for the free reign of the Holy Spirit, the College shall be in conformity with all applicable federal and state statutes and regulations, and shall not discriminate on the basis of age, race, color, sex, marital status, ancestry, national and ethnic origin, physical or mental handicap. This may occur in a single egregious instance or may be the cumulative result of a series of incidents and may include, but is not limited to, acts of verbal, nonverbal or physical aggression, intimidation, or hostility.

Virginia Christian College promotes this policy by ensuring that staff and students are responsible for ensuring that they understand and implement the policy and behave in a courteous, sensitive and non-discriminatory manner when dealing with other staff and students.

Disability Accommodation

Virginia Christian College complies with all laws and regulations regarding the access of disabled individuals to education and works to ensure that no qualified student with a disability is denied the benefits of, or excluded from participation in, any school program or activity.

Disabled students may request reasonable accommodations including but not limited to adaptations in the way specific course requirements are accomplished, the use of auxiliary equipment and support staff, and other modifications including testing procedures.

This request must be accompanied by appropriate documentation that establishes that the student has a specific disability and that supports the accommodation(s) requested. The College reserves the right to select the specific

aids and services it provides, as long as it deems, they will be effective for the student and do not fundamentally alter the program or academic standards.

Such aids and services are determined on a case-by-case basis in consultation with the student who has identified the need for accommodation. Please see the Vice President of Academic and Student Affairs regarding requests for accommodation.

Also, there are several parking spaces designated for persons (staff or student) with disabilities around campus. Additional reserved motor vehicle parking spaces will be provided as reasonable accommodation or equal access to persons with disabilities on a case-by-case basis.

No Harassment

There are high expectations regarding standards of behavior within the staff and students of Virginia Christian College. Students and staff seek to follow the example of our Lord Jesus Christ and this Virginia Christian College policy enforces the mandates of Title VII of the Federal Civil Rights Act of 1964 and creates an academic environment free of sexual harassment. The Virginia Christian College community will not tolerate any form of harassment and is committed to providing and preserving an atmosphere of a safe environment for all.

We prohibit harassment of any student or employee, supervisor or third party for any reason based upon an individual's race; color; religion; genetic information; national origin; sex (including same sex); pregnancy, childbirth, or related medical conditions; age; disability; or any other category protected under federal, state, or local law ("protected class").

If you have any questions about what constitutes harassing behavior or what conduct is prohibited by this policy, please discuss the questions with any administrator, faculty, or staff. At a minimum, the term "harassment" as used in this policy includes any of the following activities pertaining to an individual's protected class:

- Offensive remarks, comments, jokes, slurs, threats, or verbal conduct.
- Offensive pictures, drawings, photographs, figurines, writings, or other graphic images, conduct, or communications, including text messages, instant messages, websites, voicemails, social media postings, e-mails, faxes, and copies.
- Offensive sexual remarks, sexual advances, or requests for sexual favors regardless of the gender of the individuals involved; and
- Offensive physical conduct, including touching and gestures, regardless of the gender of the individuals involved.

Sexual harassment is defined as:
- Any unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when it becomes a condition of an individual's admission, evaluation, graduation, or other aspects of academic progress or employment;
- Used as a basis for academic or employment decisions affecting such individual;
- Or such conduct has the purpose or effect of unreasonably interfering with an individual's academic or work performance or creating an intimidating, hostile, or offensive academic or working environment

All members of the Virginia Christian College community experiencing any form of harassment in the classroom or on the job should seek consultation immediately with the Vice President of Academic and Student Affairs.

Violations of Campus Standards

Smoking

Virginia Christian College is a non-smoking campus and does not permit anyone to smoke on its campus. Any violation of this policy could result in disciplinary action.

Substances

The possession, use, distribution, manufacture, cultivation, sale, transfer, or the attempt or conspiracy to possess, use, distribute, manufacture, cultivate, sell or transfer any substance the possession of which is prohibited by federal, state or local drug laws.

Weapons

All members of the College community, including students, faculty, and staff, as well as visitors to Virginia Christian College, are prohibited from possessing and carrying firearms, ammunition, explosives or weapons on the premises of the College or in any building under College control or at any College–sponsored event without the explicit authorization of Virginia Christian College, whether or not a federal or state license to possess the same has been issued to the possessor; Law enforcement officers do not need to seek authorization. Failure to comply with the College weapons policy will result in disciplinary action against violation.

Aggression/Violence

Physical, verbal or psychological abuse, harassment, intimidation or other harmful conduct that threatens, endangers, or has the potential to endanger the health, well- being or safety of another individual. It can include but is not limited to threats, intimidation, assaulting another person, and/or purposefully injuring another individual.

Damage to Property

Damage to college property or the property of others, as well as any attempt to damage such property. Faculty, students, and staff are expected to demonstrate proper care when using the College's property and equipment. No property may be removed

from the premises without the proper authorization of management. If any property is lost, broken or damaged, immediately report it to Facilities Manager or VP of Academic and Student Affairs at 703.445.9056 or info@vcc.edu

False Identification

Creating, distributing, or possessing an identification card that falsely identifies or that is intended to falsely identify the bearer by name, age, date of birth, photograph, or other personally identifiable criteria or possessing or using the identification card of another or by possessing or using an identification card that has not been issued to or in the name of that person who possesses the card.

Unauthorized Access

Unauthorized access to or use of College buildings, facilities or other properties. This includes but is not limited to: gaining access to a room, location, or building without authorization, unauthorized use of a college vehicle, and/or improper possession or duplication of a key or key card.

Unauthorized Parking

Several parking spaces are designated for persons (student, faculty, staff, guests) with disabilities around campus. Additional reserved motor vehicle parking spaces will be provided as reasonable accommodation or equal access to persons with disabilities on a case-by-case basis. Any vehicles parked in designated handicap spaces without the legal and visible permits may incur a fine and towed at owner's expense.

A temporary handicap permit may be obtained by providing an official doctor or medical note stating the need for a temporary handicap permit and the dates needed to the VP of Academic and Student Affairs. The temporary handicap permit will only be valid for a maximum of six (6) weeks and must be placed on the dashboard in plain view.

It should be noted that given that Virginia Christian College leases its facilities from

Grace Church, all Virginia Christian College constituents must abide by the parking policies of Grace Church as well. All vehicles to be left on campus overnight must have a Grace Church parking pass or the vehicle may be towed at owner's expense.

Solicitation

Soliciting is defined as asking for money, services, signatures, resources, or material goods. Any Virginia Christian College individual or group wishing to sell a product or service, promote issues through petitions, or raise money for a cause, is strictly **PROHIBITED** from doing so without the written approval of the VP of Academic and Student Affairs or his/her designee. Under no circumstances may any campus or door- to-door soliciting occur by Virginia Christian College members or non-members. Students encountering a solicitor are asked to report the incident to the VP of Academic And Student Affairs. This is to protect students and their property and to ensure that College property is not used for personal or monetary gain.

Theft

Theft is a common occurrence on college campuses. Often, this is due to the fact that theft is often seen as a crime of opportunity. Virginia Christian College is not liable for the theft or loss of personal goods taken on Virginia Christian College property. Students are encouraged to take precautionary measures against theft, such as securing personal items, locking vehicle doors, and identifying personal property. All lost or stolen property should be reported to the Safety and Security Office, but followed up by the target with the local police department. It is important to be very vigilant when it comes to suspicious persons.

Publicity and Media Relations

The Virginia Christian College administration serves as the liaison with all news media. Guest speakers, special events, new programs, and recognition of students and students often warrant public attention that can be achieved in the media.

Any communication with the media, and that established relationship helps Virginia Christian College receive maximum coverage. All students, faculty, and staff should send information about academic activities to the Administrative Office so the staff can promote stories through the local media.

If students, faculty, or staff are contacted by a reporter, the VP of Academic and Student Affairs should be notified immediately. All media inquiries regarding the College and its operations must be referred to the President or Vice President of Academic and Student Affairs, as the authorization to make or approve public statements on behalf of the College rests solely with the President or Vice President of Academic and Student Affairs. No constituent of Virginia Christian College, unless specifically designated, are authorized to make statements on behalf of or as a representative of the College. For media contact and preparation of press releases, notice should be provided to the administrative office well in advance of events.

Publications, Photography, Signage

All publications and printed material designated for off-campus distribution (including usage/application of official Virginia Christian College logos and artwork) must be processed through the administration office. This office provides photographic services and orders all college signage. College standards and procedures have been developed to help ensure a consistent, high-quality presentation of Virginia Christian College to its various audiences.

Student Grievances: Due Process and Official Complaints

Informal Procedural Process:

1. A student who believes that he/she has been aggrieved must first attempt to seek an informal resolution with the other party involved in the dispute (e.g., grade dispute with instructor).

2. If the student is unable to resolve the dispute with the primary party of the dispute, then the student is to bring the dispute to his/her Academic Advisor or Program Director. The Academic Advisor or Program Director or his/her designee will seek to reach an informal resolution through mediation between the parties. In the event there is no resolution, case will be referred to the Vice President of Academic and Student Affairs' office.

3. If the mediation at the Vice President of Academic and Student Affairs' office level fails, then the student's grievance is escalated to the President.

Formal Procedural Process:

1. Student grievances, which are assigned to the Academic and Student Affairs office, must be specified in writing. A student's written statement, along with supporting evidence, constitutes a case document.

2. The second party to the dispute is also required to provide the Vice President of Academic and Student Affairs a written statement with his/her account of the dispute.

3. The VP of Academic and Student Affairs is then required to set a date for convening a meeting to hear the case as expeditiously as possible. All parties are to be informed, in writing, of the charges and the meeting date, as well as a statement requesting his/her presence.

4. During the hearing, the student presents his/her case, after which the accused party is allowed to present   the other side.

5. Following the hearing, the Vice President of Academic and Student Affairs will inform all parties, in writing, of his/her decision. The President is also sent a copy of the decision.

Disciplinary Action

The range of permissible sanctions for disciplinary action includes, but is not limited to, the following:

o   Warning: Notice, written or oral, that the continuation or repetition of certain conduct in violation may be the cause for more severe disciplinary action.

o   Censure: A written reprimand, which may include warning of more severe disciplinary sanction in the event of determination of a subsequent violation within a stated period of time.

o   Restitution: Reimbursement for defacement, damage to or misappropriation of property, whether that of the College or of any member of the college community.

o   Community Service: A student may be required to assist the College in some aspect of community service as deemed by the Dean of Students.

o   Disciplinary Probation: Exclusion from participation in co-curricular College activities for a period not to exceed one year. Violation of the condition of the probation or of any other rules or regulations while the student is on probation may result in suspension or expulsion.

o   Suspension for a Definite Time: Written recommendation of exclusion from class and other privileges and/or activities, with possible forfeiture of academic credit, for a definite period of time, beginning immediately.

o   Indefinite Suspension: Written recommendation of termination of student status, subject only to formal readmission, with no right to petition for readmission

before the expiration of one calendar year from the date of suspension.

o Expulsion: Written recommendation of termination of student status for an indefinite period of time.

Appeal Process

Generally, disciplinary decisions involving students' progress through the organizational structure are handled at the most appropriate level. For example, minor disciplinary infractions often involve a discussion between the student and Faculty Advisor (FA) or Student Success Coach (SSC). The purpose of the discussion is to communicate to the student why their behavior was inappropriate and seek the student's agreement to not repeat the behavior. Neither the FA nor SSC will not determine sanctions, but will review the situation with the student's respective Program Director. Usually, the Program Director will meet with the student to discuss the matter although in minor disciplinary situations this is not always necessary. Students are encouraged to meet with their Program Director to discuss the potential of disciplinary sanctions. Should a Program Director act without talking with the student involved, the student may send a written request to the Program Director asking them to reconsider the decision.

Moderate and repeated disciplinary infractions will involve the direct intervention of the Vice President of Academic and Student Affairs.

Severe or repeated moderate disciplinary infractions will involve the Vice President of Academic and Student Affairs and the President of the College.

Students may appeal a disciplinary decision on grounds that:

- Due diligence was not provided to the student, (i.e., there is information that some aspect of the hearing was prejudicial, arbitrary, or capricious).

- New and significant information, not reasonably available at the time of the initial hearing, has become available.
- The sanction or remedy imposed is not in due proportion to the nature and seriousness of the offense or in keeping with the disciplinary guidelines outlined in the Student Handbook.
- Appeal to Decision by Program Director:
  - Students should submit a letter of appeal to the Vice President of Academic and Student Affairs within three (3) working days of the communication of the decision.
  - The letter of appeal should outline the facts in the matter, the disciplinary decision, the rationale for why the decision is being appealed, and a list of persons the student wishes to participate in the appeal (if applicable).
  - Vice President of Academic and Student Affairs generally requests a meeting with the student and the Program Director to discuss the appeal and may invite other persons to participate in the appeal. Students may request that other persons be permitted to participate in the appeal; however, the Vice President of Academic and Student Affairs may deny the request for a variety of reasons, including a determination that such persons will not provide information relevant to consideration of the appeal.
- Appeal to Decision by Vice President of Academic and Student Affairs:
  - Students who wish to appeal a disciplinary decision of the Vice President of Academic and Student Affairs, should submit a letter of appeal to the President of the College within three (3) working days of the communication of the decision of the Vice President of Academic and Student Affairs (The letter of appeal should contain the same elements as described above).

- The President of the College generally requests a meeting with the student and the Vice President of Academic and Student Affairs, as well as other resource persons as appropriate, to discuss the appeal.
- Appeal to Original Sanction of Suspension or Dismissal:
  - If a student wishes to appeal an original sanction of suspension or dismissal, the College generally requires that the student immediately leave campus and may not return unless requested to do so to participate in the appeal process.
  - Should an appeal be granted, class absences will become excused.
  - Students should be aware that original sanctions may be affirmed, increased, or decreased during the appeal process as determined by the person who hears the appeal.
  - The President serves as the final appeal officer.

General Concerns or Official Complaints

Expressing Concerns**:** Virginia Christian College encourages all constituents to share concerns, questions, suggestions and complaints. This can be done by email to the head of the department (i.e., Admissions, VP for Academic & Student Affairs, Program Director, etc.). Each issue will be carefully reviewed and acted upon in a timely fashion, normally within 3-5 business days, but depending on the immediacy of need, could be as early as 24 hours. If the issue is not resolved, then each constituent is asked to follow their grievance and complaint procedures.

Official Complaint: If a student wishes to submit a formal complaint (without being subjected to any unfair actions as a result), they must do so in the following ways:

- **To Virginia Christian College:** Students may submit all complaints in writing to the Student Success Office via email at studentservices@vcc.edu. Students must indicate the nature of their complaint, explain their complaint in detail, and provide the basis of their complaint by explaining what standard was violated. The SS office is responsible for responding to the student (normally within 3-5 business days, but depending on the immediacy of need, could be as early as 24 hours), directing the resolution process, and recording the final resolution of the complaint. If the student is still dissatisfied after conferring with the SS personnel, a complaint may be submitted to the Vice President of Academic & Student Affairs via email at sjanuary@vcc.edu.

- **To SCHEV:** Students who are unsatisfied with Virginia Christian College's resolution to a complaint may contact the State Council of Higher Education for Virginia (SCHEV) as a last resort via telephone: (804) 225-2600, online: https://www.schev.edu/students/resources/student-complaints, or mail: 101 North Fourteenth Street, Richmond, VA 23219.

- **To FERPA:** Students have the right to file complaints with the FERPA office concerning alleged violations by the College or failure to comply with the act. This may be done by accessing the FERPA Complaint Form @ http://familypolicy.ed.gov/sites/fpco.ed.gov/files/E_Complaint_Form-ED.EMVC_.001.3_SRXV2.v071015.pdf

- **To TRACS:** Students may also submit a complaint with TRACS via telephone: 434.525-9539, email: info@tracs.org, or mail: P.O. Box 328, Forest, Virginia 24551.

- **To Dept. of Education:** Students may also file a complaint with the Department of Education through this link https://studentaid.gov/help-center/answers/article/how-can-i-submit-complaint-about-how-my-college-is-administering-my-financial-aid**.**

- **To SAA**: The Virginia State Approving Agency (SAA) is the approving authority of education and training programs for Virginia. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if

o   the situation cannot be resolved at the school, the beneficiary should contact our office via email at: saa@dvs.virginia.gov *Note: GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website: http://www.benefits.va.gov/gibill*

Student Records, Privacy, and Confidentiality

Virginia Christian College places a strong emphasis on safeguarding student records and the privacy of our students during online activities.

Virginia Christian College provides confidentiality of student records, except for that permitted by Family Educational Rights and Privacy Act of 1974 (FERPA).

FERPA is designed to protect the privacy of education records, to establish the right of students to inspect and review their records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. The Act also permits the disclosure of some student information without consent. The Act states: Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must inform parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school. This handbook serves as that notification. Please submit your written request for non-disclosure within fifteen (15) days of acceptance to info@vcc.edu.

Records of student academic or course progress at the school including programs of study, dates of enrollment, courses taken and completed, grades, and indication of the student's current status (graduated, probation, etc.) shall be retained permanently. Any changes or alterations

to student records must be accurately documented and signed by an appropriate school official.

When students are engaged in online learning, privacy shall be addressed two-fold: 1) ensuring that the person logging in to course resources is the student registered for the course; and 2) ensuring that the person participating in the course is the student registered for the course.

The College uses Populi, which offers a secure portal for all online academic activity to ensure that all information is protected through the College's security measures. To verify that the person logging in to the course is the student registered for the course, each student uses a unique username and password for accessing College resources. The student shall be the only person with access to the student's information.

To ensure that the person participating in the course is the student registered for the course, faculty shall require students to turn on their camera unless there are extenuating circumstances the student has shared during the class session.

Change of Student Information

Students starting in spring of 2015 should change their information through the College's education management system, Populi. However, those enrolled prior to that time should immediately notify the Office of the Registrar of any changes in name, mailing address, telephone, email, or cell phone numbers.

Obtaining Records

General
Students starting in spring of 2015 can

review all records through the College's education management system, Populi. However, those enrolled prior to that time, please contact the Registrar if you wish to review grades, financial records, etc.

Transcripts

An <u>official</u> transcript is the College's certified statement of your academic record. The official transcript is printed on security sensitive paper and contains the College's seal

- *For your protection, we will not release an official transcript without your signature.*

- *Maximum processing time for regular requests is seven (7) business days.*

- *A RUSH request will be processed within 1-2 business days Monday through Thursday. Requests received between Thursday afternoon and Monday will be processed the following Tuesday.*
- *Transcripts may be processed electronically, but due to the vulnerability of e-mail attachments, a password will be provided for the receiving party to access the transcript.*
- *Official transcripts will NOT be distributed by fax.*
  - o *Note: Situations that will prevent the Issuing of Transcripts Financial holds*
- *No signature on request*
- *Insufficient, inaccurate, or illegible identification information.*
- *Insufficient payment, an expired or declined credit card account, improperly completed check, payment using non-U.S. currency.*

***To have your <u>**official transcript**</u> sent to Virginia Christian College, please contact your previous high school and colleges, and request that the official transcript is sent to <u>info@vcc.edu</u>. Please be advised that a photocopy of your transcript is not considered official and will not be accepted.*

1. An **<u>Official Transcript</u>** has the College's seal, date, and an appropriate signature for students who have attended this institution. Official transcripts cost $7.00 each for all programs. An **<u>official</u>** transcript is the College's certified statement of your academic record.

2. An **<u>Unofficial Transcript</u>** is an unofficial record of grades obtained while a student is attending *Virginia Christian College. You can obtain an unofficial copy of your transcript via Populi.*

Library Services

The K.P. Memorial Library
The K.P Memorial Library is named after Karen Prewitt, a founding member of the Virginia Christian College and of Grace Church. The K.P. Memorial Library allows access to the collection for its patrons and at the same time exercise judicious control over materials. The library is in its growing stages, but available resources, policies, and procedures are provided in this handbook. contains both physical and electronic resources for students, faculty, and community use.

Hours
Given the access to electronic resources, the physical library is available by appointment only during the following times:

Monday 10:00 AM - 3:00 PM
Tuesday 10:00 AM - 3:00 PM
Wednesday 10:00 AM - 3:00 PM
Thursday 10:00 AM - 3:00 PM
Friday 10:00 AM - 3:00 PM

Contact Information
Librarian
Kristin Boucher
kboucher@vcc.edu
(703) 445-9056

Locations:

- Dumfries Campus: There is a small collection of books in the library. The catalog of collections can be found in Populi.

- Norfolk Campus: While there is not currently a VCC library on the Norfolk campus, the college is currently pursuing a partnership with an established college located in the Hampton Roads areas, which will allow VCC students access to their library facility and resources. In the interim, students located closer to the Norfolk campus may travel to the Dumfries campus or leverage virtual resources.

- Virtual: The library catalog is searchable through Populi. After logging into Populi, click the "Library" tab. To access databases and other resources, click the "Links" tab located at the top of the catalog page. Assistance in searching the catalog or in locating an item on the shelves is always available from the library and technology staff. Some available databases are listed below:
    - EBSCO Database – Religion and Philosophy collection
    - American Doctoral Dissertations
    - RIM (Research In Ministry)
    - HighWire
    - FindArticles
    - Worldcat
    - Partnership/Consortia: Virginia Christian College has joined the Christian Library Consortium (CLC), which provides opportunities for resource sharing with other Christian colleges.
    - The library provides a list of resources, policies, and handbook

via the library webpage. The library webpage is an important access point to general information about the library as well as the collections, services and instruction available through the library.

Section 6

Authorization Status for Online Programming

State authorization is a regulation of the U.S. Department of Education that requires institutions offering distance education courses to be authorized by each state in which the institution enrolls students (if such authorization is required by the state). Each of the 50 states has varying rules and regulations governing distance education offered by out-of-state colleges and universities.

To be eligible to participate in the State Authorization Reciprocity Agreement (SARA) (see page 11 for details), an institution must be certified by its home state. Virginia Christian College is certified to operate by the State Council of Higher Education for Virginia, but is not yet a member of SARA.

Our current status in each of the states is provided below, along with an explanation of terms, general disclosures, and a link to the respective state representative for student complaints that require such an escalation.

Current Authorization Status			
State	**Approval**	**State**	**Approval**
Alabama	Exempt per Regulations	**Montana**	Not pursuing at this time
Alaska	Exempt per Regulations	**Nebraska**	Exempt per Regulations
Arizona	Exempt per Regulations	**Nevada**	Exempt per Regulations
Arkansas	Not pursuing at this time	**New Hampshire**	Exempt per Regulations
California	Not pursuing at this time	**New Jersey**	Exempt per Regulations
Colorado	Exempt per Regulations	**New Mexico**	Not pursuing at this time
Connecticut	Not pursuing at this time	**New York**	Not pursuing at this time
Delaware	Not pursuing at this time	**North Carolina**	Exemption Granted
District of Columbia	Not pursuing at this time	**North Dakota**	Not pursuing at this time
Florida	Exempt per Regulations	**Ohio**	Not pursuing at this time
Georgia	Not pursuing at this time	**Oklahoma**	Exempt per Regulations
Hawaii	Exempt per Regulations	**Oregon**	Not pursuing at this time
Idaho	Exempt per Regulations	**Pennsylvania**	Not pursuing at this time
Illinois	Exempt per Regulations	**Puerto Rico**	Not pursuing at this time
Indiana	Exempt per Regulations	**Rhode Island**	Not pursuing at this time
Iowa	Exempt per Regulations	**South Carolina**	Exempt per Regulations
Kansas	Exempt per Regulations	**South Dakota**	Exempt per Regulations
Kentucky	Exempt per Regulations	**Tennessee**	Exempt per Regulations
Louisiana	Not pursuing at this time	**Texas**	Exempt per Regulations
Maine	Exempt per Regulations	**Utah**	Exempt per Regulations
Maryland	Exemption Granted	**Vermont**	Exempt per Regulations
Massachusetts	Exempt per Regulations	**Virginia**	Exempt per Regulations
Michigan	Not pursuing at this time	**Washington**	Exempt per Regulations
Minnesota	Not pursuing at this time	**West Virginia**	Exempt per Regulations
Mississippi	Not pursuing at this time	**Wisconsin**	Not pursuing at this time
Missouri	Exempt per Regulations	**Wyoming**	Not pursuing at this time

Explanation of Terms

Exempt per Regulations	According to regulations for state authorization, VCC is exempt and can enroll students residing in this state in online programs.
Exemption Granted	VCC has obtained exemption from this state by submitting all required documentation and gaining permission. VCC can enroll students residing in this state in online programs.
Institutional Authorization	VCC has obtained authorization from this state by submitting all required documentation and gaining approval. VCC can enroll students residing in this state in online programs.
In process	VCC is in the process of obtaining authorization from this state. This page will be updated when authorization is obtained.
Not pursuing at this time	VCC is not pursuing authorization in this state and may not enroll students residing in this state in online programs.

General Disclosures:

- Transfer of credit is at the sole discretion of the receiving institution.

- Admission into programs is prohibited for states for which VCC does not have exemption or full authorization.

State-Specific Disclosures:

- **North Carolina:** *Degree programs of study offered by Virginia Christian College have been declared exempt from the requirements for licensure, under provisions of North Carolina General Statutes Section (G.S.) 116-15 (d) for exemption from licensure with respect to religious education. Exemption from licensure is not based upon assessment of program quality under established licensing standards.*

Student Complaint Contact Information by State: Students who have complaints that have not been resolved through contact with Virginia Christian College may seek advisement from the appropriate office in the student's state of residence. This list includes contact information for all 50 states, the District of Columbia, and U.S. territories and should not be construed as informative of what agencies regulate the institution or in what states the institution is authorized to operate. States will accept complaints regardless of whether an institution is authorized to operate in that state. VCC does not maintain state and territory websites, and information may change without the College's knowledge. Please see below for the state of North Carolina and click here for all other states.

- **North Carolina**

  o *The State Authorization Unit of the University of North Carolina System Office serves as the official state entity to receive complaints concerning post-secondary institutions that are authorized to operate in North Carolina. If students are unable to resolve a complaint through the institution's grievance procedures, they can review the Student Complaint Policy (PDF) and submit their complaint using the online complaint form at https://studentcomplaints.northcarolina.edu/form. For more information contact:*

    North Carolina Post-Secondary Education Complaints
    223 S. West Street, Suite 1800
    Raleigh, NC 27603
    (919) 962-4550

o *To file a complaint with the Consumer Protection Division of the North Carolina Department of Justice, please visit The State Attorney General's web page at: http://www.ncdoj.gov/complaint. North Carolina residents may call (877) 566-7226. Outside of North Carolina, please call (919) 716-6000. En Espanol (919) 716-0058. If you choose to mail a complaint, please use the following address:*

    Consumer Protection Division
    Attorney General's Office
    Mail Service Center 9001
    Raleigh, NC 27699-9001

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Section 7

2025-2026 Class Schedules
(subject to change based on enrollment)

Fall 2025
MW (meets with), V (virtual), H (hybrid)

Term 1 | August 18 - October 10					
Course Level	**Courses**	**Day**	**Time**	**Location**	**Instructor**
U. Cert/Bach	APOL 443 Evangelism & Missions	Monday	6:30pm - 8:00pm	H	Asamoah
U. Cert/Bach	BIB 413 Biblical Interpretation	Tuesday	6:30pm - 8:00pm	V	Nasongo
U. Cert/Bach	LD 460 Leadership and Management Principles	Wednesday	5:30pm - 7:00pm	H	Thompson
U. Cert/Bach	THEO 421 The Doctrine of Salvation	Thursday	6:30pm - 8:00pm	H	White
G. Cert/Mast	SF 571 Spiritual Formation	Monday	6:30pm - 8:00pm	V	Carter
G. Cert/Mast	LD 660 Personal and Social Ethics in Christian Leadership	Tuesday	6:30pm - 8:00pm	H	Harris
G. Cert/Mast	BIB 511 Reading and Interpreting the Old Testament	Wednesday	5:30pm - 7:00pm	V	Nasongo
G. Cert/Mast	HT 532 Historical Theology II	Thursday	6:30pm - 8:00pm	V	Marshall
DMin	Dissertation	CH 1-6	Varied	H	Bowers
DMin	LD960/SF970 Special Topis: Leading Practices of Formation and Worship	CH 6-8 LD & SFW	Varied	MW/H	Bowers/Alexander
DMin	SF 871 Social Witness: Church and Community	CH 7/8 SFW	Varied	MW/H	Carter
DMin	LD 865 Formational Leadership and Pastoral Care	CH 7/8 LD	Varied	MW/H	Carter
DMin	BIB 712 Foundations: Scripture, Authority, and Hermeneutics	CH 8 LD & SFW	Varied	H	Bowers
DMin	APOL 840 "Glocal" Christianity: Science, Faith and Culture in Mission	CH 8 LD & SFW	Varied	H	Solomon
DMin	SFR 770 Doctoral Research: Theological Thinking and Writing	CH 9 LD & SFW	Varied	H	Alexander
DMin	SFR 771 Orientation: Assessment, Research, and Project Leadership	CH 9 LD & SFW	Varied	H	Bowers

Course Level	Courses	Day	Time	Location	Instructor
DMin	SFR 772 Formation and Dissertation Proposal Defense	CH 9 LD & SFW	Varied	H	Bowers
Open to ALL	COA 1 Coaching Essentials	Wednesday	5:30pm - 7:00pm	V	Loper

Term II	October 20 - December 12				
Course Level	**Courses**	**Day**	**Time**	**Location**	**Instructor**
U. Cert/Bach	SF 271 Spiritual Formation	Monday	6:30pm - 8:00pm	H	Carter
U. Cert/Bach	LD 468 The Leader's Journey	Tuesday	6:30pm - 8:00pm	H	Thompson
U. Cert/Bach	BIB 310 Introduction to Biblical Language	Wednesday	5:30pm - 7:00pm	V	Nasongo
U. Cert/Bach	THEO 221 Introduction to Christian Theology	Thursday	6:30pm - 8:00pm	H	Varr
G. Cert/Mast	APOL 541 Christian Apologetics, Evangelism, & Missions	Monday	6:30pm - 8:00pm	H	Asamoah
G. Cert/Mast	BIB 512 Reading and Interpreting the New Testament	Tuesday	6:30pm - 8:00pm	V	Nasongo
G. Cert/Mast	HT 531 Historical Theology I	Wednesday	6:30pm - 8:00pm	V	Marshall
G. Cert/Mast	THEO 621 Systematic Theology	Thursday	6:30pm - 8:00pm	H	Bowers
Open to ALL	COA 2 Whole Life Coaching	Wednesday	5:30pm - 7:00pm	V	Loper

Spring 2026

MW (meets with), V (virtual), H (hybrid)

Term I	January 19 - March 13				
Course Level	**Courses**	**Day**	**Time**	**Location**	**Instructor**
U. Cert/Bach	BIB 112 Old Testament Survey	Monday	6:30pm - 8:00pm	H	Varr

U. Cert/Bach	LD 463 Financial Stewardship	Tuesday	6:30pm - 8:00pm	H	White
U. Cert/Bach	HIS 331 Christianity & Church History I	Wednesday	5:30pm - 7:00pm	V	Marshall
U. Cert/Bach	THEO 434 Apocalyptic Studies	Thursday	6:30pm - 8:00pm	V	Solomon
G. Cert/Mast	LD 665 The Art of Ministry	Monday	6:30pm - 8:00pm	V	Carter
G. Cert/Mast	CC 551 Counseling & Christian Thought	Tuesday	6:30pm - 8:00pm	H	Herbin
G. Cert/Mast	LD 561 Leadership in the 21st Century	Wednesday	5:30pm - 700pm	H	Loper
DMin	Dissertation	CH 1-6 LD & SFW	Varied	H	Bowers
DMin	LD 866 Leadership Development: Coaching and Mentoring	CH 7-9 LD	Varied	MW/H	Bowers
DMin	SF 870 Spiritual Formation: Models and Curriculum Development	CH 7-9 SFW	Varied	MW/H	Bowers
DMin	HT 721 Modern Christianity: Renewal, Reformation, and Resurgence	CH 9 LD & SFW	Varied	H	Alexander
Open to ALL	COA 3 Essentials of Practical Leadership	Wednesday	5:30pm - 700pm	V	Asamoah

Term II	March 23 - May 8				
Course Level	**Courses**	**Day**	**Time**	**Location**	**Instructor**
U. Cert/Bach	CC 150 Introduction to Psychology and Counseling	Monday	6:30pm - 8:00pm	V	January
U. Cert/Bach	BIB 113 New Testament Survey	Tuesday	6:30pm - 8:00pm	V	Nasongo
U. Cert/Bach	THEO 322 The Doctrine & Attributes of God	Wednesday	5:30pm - 7:00pm	H	White
U. Cert/Bach	APOL 440 Biblical Archeology	Thursday	6:30pm - 8:00pm	V	Solomon
G. Cert/Mast	BIB 611 The Prophetic Imagination in Scripture	Monday	6:30pm - 8:00pm	H	Nasongo
G. Cert/Mast	CC 655 Addictions, Etiology, Impact, and Interventions	Tuesday	6:30pm - 8:00pm	H	Herbin
G. Cert/Mast	LD 662 Communicating as a Leader	Wednesday	5:30pm - 7:00pm	H	Thompson
G. Cert/Mast	LD 667 Formational Leadership and Pastoral Care	Thursday	6:30pm - 8:00pm	H	Harris
Open to ALL	COA 4 Business Coaching	Wednesday	5:30pm - 7:00pm	V	Asamoah

Summer 2026

MW (meets with), OC (on campus), V (virtual), H (hybrid)

	June 1 - July 24				
Course Level	**Courses**	**Day**	**Time**	**Location**	**Instructor**
U. Cert/Bach	CC 252 Biblical Counseling Foundations	Monday	6:30pm - 8:00pm	H	Herbin
U. Cert/Bach	LD 260: Principles of Effective Leadership	Tuesday	6:30pm - 8:00pm	H	White
U. Cert/Bach	APOL 141 The Bible is Truly God's Word	Wednesday	5:30pm - 7:00pm	H	Asamoah
U. Cert/Bach	HIS 431 African American Church History	Wednesday	5:30pm - 7:00pm	V	Marshall
U. Cert/Bach	HIS 332 Christianity & Church History II	Thursday	6:30pm - 8:00pm	MW/V	Marshall
G. Cert/Mast	BIB 615 Biblical Narratives and Characters	Monday	6:30pm - 8:00pm	V	Nasongo
G. Cert/Mast	CC 657 Group Dynamics and Conflict Mediation	Tuesday	6:30pm - 8:00pm	V	January
G. Cert/Mast	HT 532 Historical Theology II	Thursday	6:30pm - 8:00pm	MW/V	Marshall
DMin	Dissertation and/or Equivalency Courses	CH 1-9	Varied	H	Bowers
Open to ALL	COA 5 Coaching the Coach	Wednesday	5:30pm - 7:00pm	V	Loper
Open to ALL	Summer Leadership Seminar	Saturday	9:00am - 1:00pm	OC	McBath

Section 8

Crisis Management

FOR ALL EMERGENCIES, CALL 911

In the event of a fire, activate the building's fire alarm system BEFORE calling 911.

When calling 911:

- o   Stay on the line with the dispatcher.
- o   Provide the address of the building involved and your exact location. This is especially critical if you are calling from a cell phone.
- o   Provide a thorough description of the incident to ensure that proper resources are dispatched.
- o   Do not hang up until the dispatcher tells you to do so.

Alerts

It is the policy of Virginia Christian College to communicate accurate, timely information to members of the campus community in the event of a crisis, serious crime, emergency or other situation which may impact the safety of the community.

In the event that a disaster or crisis arises, either on or off campus, that, constitutes an ongoing or immediate threat, a campus wide alert will be issued. The alert may be sent through the college text messaging & e-mail system to students, faculty, and staff. Depending on the particular circumstances of the incident, the notice may be posted on the College web site and/or Populi.

One staff member will maintain a current basic first aid competency by attending the relevant First Aid course offered by the Red Cross or equivalent. This person will act as the College First Aid Officer and maintain the first aid box.

Fire Safety Equipment

When a fire alarm sounds, it is imperative that all students evacuate immediately and stand clear of the building and in their designated evacuation location until signaled by officials to reenter the building.

Setting off a fire alarm without any sign of imminent danger is extremely irresponsible and a federal crime. Fire extinguishers are for emergency situations only. Students who tamper with or discharge extinguishers for any reason other than emergency situations will be fined $150 plus the cost of recharging or replacing the extinguisher.

Smoke alarms have been placed throughout the building. Batteries are replaced by the Facilities Department of Grace Church. Inoperable or malfunctioning smoke detectors should be reported to the Facilities Department immediately.

Tampering with smoke detectors is a violation of Federal law and puts you and your neighbors at risk. Students who are found to have covered a smoke or heat detector, removed the batteries, or otherwise tampered with fire safety equipment may be required to leave the premises immediately. Other disciplinary action may be taken as well.

Setting off smoke or heat detectors due to negligence, as determined by the fire department will result in a fine of $50 and may result in additional fines that can range from $500 to $1000 or more charged by the fire department. In that instance, the College will assess the fine to the person(s) responsible for the false alarm.

In Case of Fire…

- Pull nearest fire alarm & call 911. Give specific information as to the nature of the fire and its specific location about where you are, include the address and the phone number of the caller.

- Locate the nearest fire extinguisher and follow directions on the extinguisher.

  - The three basic ways to put out a fire are (1) take away its fuel, (2) take away its air (smother it), and (3) cool it with water or fire extinguishing chemicals. Never use water on an electrical fire; rather use only fire extinguishing chemicals.

- Evacuate a building when a fire alarm sounds:

  - Gather and take with you important personal items when you evacuate: identification, medication, keys, and appropriate clothing
  - Leave the building immediately, and if the fire alarm is not sounding activate a pull station
  - On your way out of a building, warn others nearby
  - Do not re-enter the buildings until you have been instructed to do so by the emergency responders
  - No one may shut off a fire alarm system during a fire emergency without the permission of the fire department officer in charge
  - If you have been trained and are able to safely extinguish a fire, do so
  - If you are unable to extinguish a fire, leave the area immediately and activate a pull station
  - IF CAUGHT IN SMOKE:
    - Do not breathe the smoke!
    - If you encounter smoke, stay low and go!
    - Breathe through your nose, and use a shirt or towel to breathe through, if possible.
  - IF TRAPPED IN A BUILDING:
    - If possible, move to a room with an outside window.
    - Close all doors and windows.
    - Stuff clothing, towels or paper around the cracks in the door to help keep smoke out of your refuge.
    - Attempt to signal people outside of the building. If there is a telephone, call 911and tell the dispatcher where you are. Do this even if you can see fire department personnel from the window.
    - Stay where rescuers can see you through the window, and wave a light-colored item to attract their attention.
    - Be patient. Rescue of occupants within large structures will take time.

In Case of Emergency Medical Crisis…

If a situation is obviously life-threatening, such as heart attack, choking, or severe injury: Dial 911. Give specific information as to the nature of the problem and the specific location of the injured person and the address and the phone number of the caller. A first-aid kit is located in the kitchen which is near the VCC office.

If a situation is not life-threatening, contact the administrative staff. A first-aid kit is located in the kitchen which is near the VCC office.

In Case of Emergency Mental Health Crisis…

If you encounter a person threatening to harm self or others, out of control, displaying a weapon, etc., do the following:
- Secure your safety and call 911.
- Give specific information to the police as to the nature of situation and its specific location, including the address and the phone number of the caller. A first-aid kit is located in the kitchen which is near the VCC office.
- Contact administrative staff immediately.
- Do not attempt to resolve the situation alone.

In Case of Crisis of Nature…

Severe Weather/Tornado Warning

Severe Thunderstorm Watch means severe thunderstorms are possible, continue activities and monitor the situation.
1. Severe Thunderstorm Warning means severe thunderstorms are imminent.
2. Keep people indoors and away from the windows, until the severe storm passes. If you are outside, seek shelter immediately.
3. Tornado Watch notification is issued when atmospheric conditions are favorable for the formation of tornadoes in a given area. *Under watch conditions stay informed by listening to radio or television.*
4. Tornado Warning notification indicates that a tornado has been sighted and poses a definite threat to a given area. *If the warning is for your area you should take shelter immediately!*

- *What to do…*

  o Move away from windows and exterior doors
  o Interior hallways and restrooms on the lowest level offer the next best shelter
    ▪ Be prepared to kneel facing the wall and cover your head
  o In a multi-level building (such as the Norfolk Campus), vacate the top floors and move to a lower floor
  o If not able to reach the lower floor, go to an interior room, hallway, or restroom with no windows
    ▪ Be prepared to kneel facing the wall and cover your head.
  o If time permits, occupants of wood-frame or brick buildings with wood floors should leave the building and go directly to a more substantial concrete building, preferably with a basement

- o   Share notification with others; assist persons with disabilities, if possible.
- o   Try and obtain additional clarifying information by all means possible (e.g., TV, radio, text message, email, etc.)
- o   It would be useful to have a cell phone, hard-wired telephone, or computer system in the shelter location to assist in obtaining additional information as well as being able to report any life-threatening conditions
- o   If in a vehicle, get out and seek shelter in a sturdy building. If a building is not available, lying flat in a depression such as a ditch or ravine offers some protection. Be aware of potential flooding
- o   Watch out for flying debris; do not call 911 unless you require emergency assistance

Earthquake

1. Earthquakes are rare in Virginia. Unlike other emergencies, the procedures to deal with an earthquake are much less specific. Since earthquake magnitude cannot be predetermined, everyone must initiate emergency precautions within a few seconds after the initial tremor is felt, assuming the worst possible case.
2. The best earthquake instruction is to take precautions before the earthquake (e.g., secure or remove objects above you that could fall during an earthquake).
3. **During the earthquake** remain calm and **ACT**, don't react.
4. If indoors, **DROP** to the floor under a desk or table or in a doorway; **COVER** your head and face with your arms, and **HOLD** on. Stay away from windows, shelves, and heavy equipment.
5. Do not use elevators.
6. If outdoors, move quickly away from buildings, utility poles, overhead wires, parking garages and other structures. **CAUTION:** Avoid downed power or utility lines as they may be energized. Do not attempt to enter buildings until you are advised to do so by the local Police or Fire Department personnel.
7. If in an automobile, stop in the safest place available, preferably an open area away from power lines and trees. Stop as quickly as safety permits and stay in the vehicle for the shelter it provides.

AFTER THE INITIAL SHOCK:

1. Be prepared for aftershocks. Aftershocks are usually less intense than the main quake, but can cause further structural damage.
2. Protect yourself at all times.
3. Evaluate the situation and call 911 for emergency assistance, if necessary.
4. Do not use flares, torches, lighted cigarettes, or open flames, since gas leaks could be present.
5. Open windows, etc., to ventilate the building. Watch out for broken glass.
6. If a fire is caused by the earthquake, implement the FIRE PROCEDURES.
7. Determine whether anyone has been caught in the elevators or was trapped by falling objects. If so, call 911.
8. If the structural integrity appears to be deteriorating rapidly, evacuate the building.
9. DO NOT USE THE TELEPHONE UNLESS IT IS NECESSARY FOR EMERGENCIES.
   - Heavy use of the telephone will tie up the lines and prevent emergency calls from going out.
10. Damaged facilities should be reported to the facilities manager at (703) 445-1299 (Dumfries) or (757) 321-9700 (Norfolk).
11. Should you become trapped in a building, ***stay calm!***
    - If a window is available, place an article of clothing (shirt, coat, etc.) outside the window as a marker for rescue crews.

- If there is no window, tap on the wall at regular intervals to alert emergency crews of your location.
- Emergency Personnel will check buildings immediately after a major quake.

NOTE: STUDENTS ARE RESPONSIBLE FOR KNOWING AND ADHERING TO THE GUIDELINES AND PROCEDURES OUTLINED IN THIS HANDBOOK OF VIRGINIA CHRISTIAN COLLEGE.